



# ARMY PUBLIC SCHOOL, DAGSHAI-173210

DISTT-SOLAN (H.P) Ph No. 01792-266651

E-mail - apsdagshai86@gmail.com



## ARMY PUBLIC SCHOOL, DAGSHAI, SHIMLA HILLS

### **REQUIRES - BURSAR**

1. APS Dagshai a Co-educational, Residential, English medium Public School invites applications for the post of Bursar.
2. The details of minimum qualification, age criteria and other criteria are as follows: -

(a)	Preferably an ex-Army Officer of the rank of Maj/Lt Col/Col (Less AMC, NT and Record Officers)
(b)	Age: Upto 55 years and 57 years for ESM
(c)	<b>Education.</b> A graduate from a recognized university. Preference will be given to graduate/post graduates in Commerce or MBAs.
(d)	05 years' experience in administration preferably in an academic institution and ability and willingness for liaison work with various Govt/Non Govt organizations.
(e)	Working knowledge of Computer and Accounts.
(f)	Good communication skills in English and Hindi.

3. Application form to be downloaded from the school website [www.apsdagshai.org](http://www.apsdagshai.org). Application duly filled along with a DD of Rs 250/- in favour of **Principal APS Dagshai payable at Solan/PNB Dagshai**, all educational and experience certificates duly self-attested should be sent to the school and application must reach Army Public School, Dagshai by **20 Aug 2024**. Application is also required to be sent by email [apsdagshai86@gmail.com](mailto:apsdagshai86@gmail.com).

#### **Notes:-**

- (a) Only shortlisted candidates will be called for interview. No TA/DA will be admissible.
- (b) Decision of Presiding Officer of Interview Panel will be final and abiding.