

ARMY PUBLIC SCHOOL JODHPUR

QUALITATIVE REQUIREMENT – SUPERVISOR ADMINISTRATION

Ser No	Particulars	
(a)	<u>Mandatory.</u>	
	(i) Should preferably be retired JCO/Honorary rank having administration experience.	
	(ii) Should be age of less than 55 years at the time of joining. For ESM, it should be 57 years.	
	(iii) Should have basic knowledge of:-	
	(aa)	Handling of master ledger of stores.
	(ab)	Stores, equipment maintenance and man management.
(b)	<u>Preferred.</u>	
	(i) Should be security course qualified.	
	(ii) Adequate working knowledge in computer.	
	(iii) *Should be SHAPE-I or SHAPE-II (less 'S' factor)	
	*for different categories of medical status, under mentioned marks will be added at the time of interview:-	
	SHAPE-I/BC	10
	Medical Categories upto SHAPE-II (Less 'S' factor w/o Disability Pension	05
	Medical Categories with Disability pension	00