

Job Vacancy No :

(Office Use only)

**Army Welfare Placement Organisation**  
**Ceremonial and Welfare Directorate**  
**Directorate of Indian Army Veterans (DIAV)**  
**Adjutant General's Branch**  
**Integrated HQ MOD (Army)**  
**Building No 67, Maude Lines,**  
**Cavalry Road, Delhi Cantt-110010**  
**Tele : (011) 25671552/25675385**  
Email : [apajobs01@yahoo.co.in](mailto:apajobs01@yahoo.co.in) & [pn.delhi@yahoo.in](mailto:pn.delhi@yahoo.in)

Job Vacancy Card

(If handwritten, please complete using block capitals)

<b>Job Title</b>	:	Supervisor (Information Technology)
<b>Employing Company</b>	:	Army Welfare Education Society
<b>Employer's Business</b>	:	Army Public Schools & Army Professional Colleges
<b>Job Specification</b>	:	<p>Retired JCO/NCO with :-</p> <ul style="list-style-type: none"><li>• Min 5 years work experience in assembling/ trouble shooting of Computer &amp; peripherals (Any reported problem).</li><li>• Min 5 years work experience in software maintenance / upgradation and installation.</li><li>• Registry Editing (including implementation of cyber security policy).</li><li>• Web Designing and data base management - preferably.</li><li>• Min 5 years working experience – Network Admn (LAN &amp; WAN environment).</li><li>• Min 5 years working experience – Server Mgt (including H/W firewall management).</li><li>• Must be efficient in :-<ul style="list-style-type: none"><li>○ Basic H/W and Public address systems, Interactive Projector and Websites.</li><li>○ Providing Desktop Support to all Windows.</li><li>○ Verifying connectivity through IP Addresses.</li><li>○ Trouble shooting HP Printers, Scanners etc.</li><li>○ Supporting Users over phone.</li><li>○ Problem solving / handling of EPABX and landline telephone instruments / tele sets.</li></ul></li><li>• Handling Audio-Video eqpt and projectors.</li><li>• Proficiency in MS Office Applications.</li><li>• Efficiency in typing.</li></ul>
<b>Qualification and / or Experience required</b>	:	JCO / NCO with high proficiency in Computer and staff duties.
<b>Location of Job</b>	:	Building No 202, Shankar Vihar, Delhi Cantt-10
<b>Salary</b>	:	Consolidated 30000/- per month / Negotiable.
<b>Other Benefits</b>	:	EPF
<b>Bio Data/application required</b>	:	<b>10 Sep 2017</b> <b>Maximum Age</b> : 55 Years
<b>Contact Name</b>	:	Col Deepak Gupta <b>Tele</b> : 26151564 / 26152642 ASCON-39510 M-9810913050
<b>Company's Full Postal Address</b>	:	Army Welfare Education Society, AG's Branch, Integrated HQ MoD(Army) Building No 202, Shankar Vihar, Delhi Cantt-110010 <b>Fax</b> : 26151564 26152642
<b>Method / type of Application required</b>	:	<b>WALK-IN-INTERVIEW</b> alongwith BIO-DATA with Qualification and Experience to be submitted by post/personally or mail to <a href="mailto:aweshq@gmail.com">aweshq@gmail.com</a> by 10 Sep 2017. Short listed candidates will be intimate date of interview separately. Tentative date of interview – 2/3 week Sep 2017. Mgt reserves right to cancel one or all candidature without assigning reason(s).