



DELHI PUBLIC SCHOOL

MRPL Mangalore

(A school by MRPL Education Trust)

(Under the aegis of the Delhi Public School Society, New Delhi)

(Affiliated to CBSE, New Delhi)

Intends to fill the following positions through internal recruitment /upgradation:

Sl.No.	Position	Qualification	Pay matrix Level
1	Jr. Administrative / Jr. Accounts Assistant (Any other designation as notified from time to time)	B. Com/B.B.M / B.B.A Graduation from any recognised university or equivalent with working knowledge of computer.	3
2	UDC Accounts / Administrative Assistant (Any other designation as notified from time to time)	B.Com /B.B.M / B.B.A Graduation from any recognised university or equivalent with working knowledge of computer with at least 5 years of experience as Jr. Administrative / Jr. Accounts Assistant	4
3	A) Accountant B) Administrative Officer C) Estate Officer (Any other designation as notified from time to time)	Graduate with at least 5 years of experience as UDC	5
4	A) Sr. Accountant B) Sr. Administrative officer (Any other designation as notified from time to time)	With at least 5 years of experience as Accountant / Administrative Officer / Estate Officer	6

- Compensation as per DPS Mangalore norms.
- Max. Age Limit: 55 years as on date
- Interested candidates who meet the eligibility criteria may download the application from our website www.dpsmrpl.com
- Application form duly filled is to be mailed to dpsmgl@gmail.com on or before 19.08.2024
- The management reserves the right to call only short-listed candidates for interview.

(This is strictly for internal circulation to the staff of DPS -MRPL only)

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