

HQ EASTERN AIR COMMAND IAF DIRECT RECRUITMENT
GROUP 'C' CIVILIAN POSTS IN INDIAN AIR FORCE

1. Applications are invited from eligible Indian Citizens for recruitment against the Group 'C' posts in various Stns / Units in EAC. The details of vacancies along with the name / address of the Stns / Units are given in the attached Annexure.

2. The following are the given criteria as the Recruitment Rules (RRs):-

(i) Age limit

(a) For LDC & Stenographer-III : 18 – 27 years

(b) Others : 18 – 25 years

(c) Upper age limit relaxation applicable against posts vacancy for ST by 05 years, OBC 03 years and ESM (Ex-servicemen) : service rendered in Army, Navy and Air Force + 03 (three) years.

(d) The crucial date for determining age limit is the last date of receipt of application / last date up to which the employment exchange is asked to submit the names

(ii) Educational Qualification

Sl No	Post	Essential Qualification
1.	LDC	(i) 12 th class pass or equivalent qualification from a recognised Board or University. (ii) A typing speeds of 35 wpm in English or 30 wpm in Hindi on Computer (Time allowed 10 min). (35 wpm & 30 wpm correspond of 10500 KDPH/9000 KDPH on an average of 05 key depression for each word)
2.	Store Keeper	Graduate of a recognised University or equivalent pass. Desirable. Experience in handling Stores and keeping Accts in a store of a concern of repute in Public or private section
3.	Draftsman Gde-III	(i) Matriculation or equivalent from a recognised Board / University. (ii) 02 years Diploma in Mechanical Drawing or Civil Engineering or Mechanical Engineering or Electrical Engineering or Draughtsmanship (Mechanical or Civil) from an Industrial Institute or equivalent recognised institute. (iii) About five years experience in Draughtsmanship in a reputed Firm/Govt Institute.

4.	Stenographer Gde-III	(i) 12 th class pass or equivalent from a recognised Board or University. (ii) Skill Test Norms Dictation : 10 mts @ 80 w.p.m Transcription : 50 mts (Eng) 65 mts (Hindi) on Computer
5.	Cook & Mess Waiters	Matriculate or equivalent from a recognised Board / University with six months experience in the trade
6.	Painter, Tailor & Carpenter	Matriculate or equivalent from a recognised Board / University and possessing ITI certificate in the appropriate / akin field or trade.
7.	Others	Matriculation or equivalent from a recognised Board / University.

(iii) Pay Scale

For LDC, Painter, Carpenter, Cook, Tailor : Pay Band Rs. 5200 – Rs. 20,200 Plus Grade Pay (GP) Rs 1900/-

For Store Keeper, Stenographer-III & Draftsman : Pay Band Rs. 5200 – Rs. 20,200 Plus Grade Pay (GP) Rs. 2400/-

For Others : Pay Band Rs 5200 – Rs. 20,200/- Plus Grade Pay (GP) Rs. 1800/-

(iv) Benefit for Women Employee Women employees fulfilling the requirement for applying the above posts are allowed to avail the benefits available to women employees as mentioned in the Min of Pers, DOP&T NO 13018/4/2009-Estt(L) dated 08 Jul 09.

3. Application as per format given under (typed in English), pasted with recent passport size photograph duly attested by a Gazetted Officer along with the photo copy of the following supporting document documents also duly attested may be sent to Officer-in-Charge Civil Admin Section of the concerned Air Force Station:-

- (i) Proof of date of birth.
- (ii) Educational qualification certificate.
- (iii) Any other documents as required.
- (iv) Self address with stamp(s) of Rs. 5/- pasted also to be submitted. Address should be typed or neatly hand written in English.

4. Application must be submitted within 15 days from the date of publication of the advertisement. Application received thereafter will not be entertained.

5. No TA / DA will be paid to the candidate to attend the written test and / or interview.

6. Selected candidates will be given appointment subject to Police verification of character and antecedents and on submission of Medical Fitness Certificate signed by Govt Medical Officer / Civil Surgeon.

7. The Air Officer commanding / Station Commander / Commanding Officer of the concerned Air Force Station mentioned above have the right to adjust surpluses in case they become available at some stage in future before the vacancies are filled up. Similarly, HQ EAC also has the right to change number of vacancies and reservations status of the post in any Air Force Stations at any time before the selection is made.

Stns	Trade	ST	SC	UR	OBC	PH	ESM	Total
AOC, AF Stn Kalaikunda, Midnapur (WB)	Lascar	0	01	01	0	0	0	03
	Safaiwala	0	0	0	01	0	0	
CO, TTF C/O AF Stn Kalaikunda, Midnapur (WB)	Mess Waiter	0	0	0	01	0	0	01
AOC, AF Stn Jorhat Assam	Draftsman	0	0	0	0	0	01	03
	Painter	0	0	01	0	0	0	
	S/Wala	0	0	01	0	0	0	
AOC, AF Stn Tezpur Assam	Painter	0	0	0	01	0	0	05
	Lascar	0	0	01	0	0	0	
	Watchman	0	0	0	01		01	
	Safaiwala	0	01	0	0	0	0	
AOC, AF Stn Hasimara (WB)	Mess Waiter	01	0	0	0	0	0	06
	Washer Up	0	0	01	0	0	0	
	Lascar	0	0	0	0	0	01	
	Dhobi	0	0	01	0	0	0	
	Safaiwala	0	01	01	0	0	0	
AOC, AF Stn Borjhar, Kamrup Assam	Mess Waiter	0	0	01	0	0	0	05
	Cook	0	0	0	01	0	0	
	Lascar	0	0	01	0	01 OH	0	
	Watchman	0	0	0	0	0	01	
CO Helicopter Unit C/O AF Stn Borjhar, Kamrup, Assam	Mess Waiter	0	0	01	0	0	0	01
CO, Sqn Unit C/O AF Stn Borjhar, Kamrup, Assam	Mess Waiter	0	0	01	0	0	0	04
	Washer Up	0	00	01	0	0	0	
	Cook	0	0	0	0	0	01	
	Safaiwala	0	01	0	0	0	0	
AOC, AF Stn Bagdogra (WB)	Dhobi	0	0	0	01	0	0	02
	Safaiwala	0	0	01	0	0	0	
Stn Cdr, AF Stn Kumbhirgram, Cachar, Assam	Lascar	01	0	0	0	01 VH	0	03
	Safaiwala	0	0	01	0	0	0	
Stn Cdr, AF Stn Singharsi (Jharkand)	Aya	0	0	01	0	0	0	01
Stn Cdr, AF Stn Dinjan, Assam	Carpenter	0	0	0	01	0	0	01
Stn Cdr AF Stn Panagarh	Lascar	0	0	01	0	0	0	01
Stn Cdr, AF Stn Kurseong, Darjeeling (WB)	Lascar	0	0	01	0	0	0	01
Stn Cdr, AF Stn Missamari (Assam)	Washer Up	0	0	0	01	0	0	03
	Lascar	0	0	01	0	0	01	
AOC, Air Force Hospital, Jorhat Assam	Tailor	00	0	0	01	0	0	04
	Aya	0	01	01	0	0	0	
	Safaiwala	0	0	01	0	0	0	
CO, Air Force Hospital Hasimara (WB)	Painter	0	0	01	0	0	0	01

Stns	Trade	ST	SC	UR	OBC	PH	ESM	Total
Stn Cdr, AF Stn Digaru, Assam	Store Keeper	0	0	0	01	0	0	09
	Labourer	0	0	01	0	0	01	
	Watchman	01	0	02	01	0	0	
	Safaiwala	0	0	01	01	0	0	
CO, Liaison Unit, AF C/O AF Stn Bagdogra (WB)	Watchman	0	01	0	0	0	0	01
CO, AF Stn Shillong, PO : Nonglyer, Shillong - 793009 EK Hills	Stenographer- III	0	0	02	0	0	0	05
	LDC	01	0	0	0	0	0	
	Cook	0	0	01	0	0	0	
	Safaiwala	01	0	0	0	0	0	
Total		5	6	28	12	02	7	60

Note : ST - Scheduled Tribe

SC - Scheduled Caste

OBC - Other Backward Class

UR - Un-Reserved

ESM - Ex-Servicemen

VH - Visually Handicapped

OH - Orthopaedic Handicapped

To,

Air Officer I/C Civil Admin
Air Force Station.....
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APPLICATION FOR RECRUITMENT TO THE POST OF.....

1. Name of the applicant (in block letter).....
2. Father's / husband name.....
3. Nationality
4. Religion.....
5. Category (SC/ST/OBC/Gen).....
6. Date of Birth.....
7. Age as on last date of receipt of application
Year..... Months..... Days.....

Paste a recent photograph duly attested by a Gazetted Officer (do not staple)

8. Address for correspondence:-
.....
.....
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9. **Educational qualification**

Exam Passed	Year	Board / University	Position

10. Experience, if any.....

11. I hereby declare that the above information is correct to the best of my knowledge and belief that nothing has been concealed or distorted. If any time, I am found to have concealed / distorted any material information, my appointment shall be liable for summarily terminate.

Date : 20/01/2013

[Signature]

Signature of Candidate

Temp 10801/11/0059/1213