

HQ CENTRAL AIR COMMAND, IAF
DIRECT RECRUITMENT OF GROUP 'C' CIVILIAN POSTS IN INDIAN AIR FORCE

1. Applications are invited from eligible Indian Citizens for recruitment of Group 'C' posts in Pay Band of Rs 5200-20200 with Grade Pay of Rs 1800/- and 2400/- released to under mentioned Station/Unit in Central Air Command. The eligible candidates are to apply only for the one post. The details of vacant post are as follows:-

PLACE AND NUMBER OF VACANCY

SL NO	POSTAL ADDRESS	DESIGNATION & TRADE	NO OF POST TO BE FILLED	RESERVATION
				Unreserved
01	The Commanding Officer, Tropo Unit C/O Air Force Station Memaura, Lucknow-226401	Safaiwala	01	01
02	Air Officer Commanding Air Force Station Maharajpur, Gwalior (MP)	Steno-III	01	01

2. **Age Limit:**

Age limit for the post of Safaiwala (as on 28 Nov 14)	18 to 25 years .
Age limit for the Steno Gde-III (as on 28 Nov 14)	18 to 27 years.

3. Trade wise Eligibility criteria/educational qualifications and experience required

SI No	Trade	Essential/ Desirable	Qualification
01	Safaiwala	Essential	Matric pass or equivalent qualification.
02	Steno Gde-II	Essential	(i) 12 th Class pass or equivalent qualification from a recognized Board or University. (ii) Certificate of Shorthand from recognized institute (iii) Skill Test Norms Dictation-10 Min @ 80 wpm Transcription 50 Mts (Eng) 65 Mts (Hindi) on computer

4. **How to apply:** Application forms duly typed on A-4 size paper as per the application format given below are required to be addressed to the Commanding Officer of the place of vacancy at unit address given in column No 2 of the place of vacancy in the chart given above along with following documents (a) Passport size photograph facing camera, attested by Gazetted Officer duly pasted on application form. (b) Attested copy of date of birth certificate or Matriculation Certificate or School Leaving Certificate. (c) True copy of Employment Exchange registration card, if any. (e) Copy of experience certificate. (f) Self-addressed envelope of size 23 cm x 10 cm bearing Rs. 25/- postage stamp. (g) Character Certificate issued by Gazetted Officer or Principal of the School/College or Village Pradhan. (h) Application should reach to addressee on or before **28 Nov 2014**.

Note: Envelop containing the application form should be marked clearly on the Top "APPLICATION FOR THE POST OF

5. **Written Examination/Interview** Candidates, whose applications are found complete and correct in all respects will be called for Written examination/interview to be held on **21 Dec 2014** by the AOC/CO of the unit. The admit card to the eligible candidates will be issued by Commanding Officer No TA/DA is admissible to the candidates appearing for examination/interview. In case of large number of candidates appearing for interview the Commanding Officer will decide to call the candidates on the same date or subsequent days.

6. **Documents:** Candidates are to bring their original certificates including Admit Card at the time of examination/interview.

7. **Jurisdictions of Legal Disputes.** The jurisdiction of Legal Dispute arising out of selection process can be instituted only at appropriate forums/Tribunals.

PROFORMA FOR APPLICATION

APPLICATION FOR THE POST OF _____

To,

Latest
passport size
Photograph
duly attested
by Gazetted
Officer

The Air Officer Commanding/Commanding Officer

-
- (Place as mentioned in column 2 of the chart)
- (a) Name (In Block Capital letters).....
- (b) Father's/Husband Name
- (c) Date of Birth Age (as on 28 Nov 2014)..... Years..... Months..... Days
- (d) Whether belongs to SC/ST/OBC/UR/Ex-servicemen.....
- (e) Whether applying under reserved category or not (Yes/No)
- (f) Educational qualifications.....
- (g) Experience (i)..... (ii).....
- (h) Permanent postal Address
- (j) Present postal address for communication
- (k) Employment registration No. and date ,(if registered)/.....
- (l) Attested copies of certificates enclosed. (i)..... (ii)..... (iii).....

Certified that the above information/particulars are true to the best of my knowledge and belief. In case any information found to be false/doubtful before or after selection my candidature shall stand cancelled

Dated:
*Attach certificate

Signature of applicant

ADMIT CARD

Latest
passport size
Photograph
duly attested
by Gazetted
Officer

Name

Father's Name.....

Address

For Office use only :

Place of written examination/interview.....

Date..... Time.....

Date :

Signature of Issuing Authority

deep 10802/11/0330/1415