

HQ TRAINING COMMAND, IAF

DIRECT RECRUITMENT OF GP 'C' CIVILIAN POSTS IN INDIAN AIR FORCE

1. Applications are invited from eligible Indian Nationals for recruitment to following civilian posts at Stations/Units under Headquarters Training Command, IAF, Bangalore:-

Sl No	Station/Unit	Post	SC	ST	OBC	UR	Total
1	AOC, AF Station Jalahalli West, Bangalore – 560 015	Jr Artist Gde-II	-	-	-	1	1
		Supdt (Store)	1	-	-	-	1
		Cook	-	-	-	3	3 (01 HH, 01 ESM)
		Painter	-	-	-	1	1
		Multi Tasking Staff	-	-	6	6	12 (02 HH, 02 ESM)
		Mess Staff	-	-	-	2	2(01 ESM)
		Safaiwala	-	-	9	3	12
2	Commanding Officer CTI, Air Force Jalahalli (East) Bangalore – 560 014	Multi Tasking Staff	-	-	-	2	2
3	Commanding Officer ETI, Air Force Jalahalli (East) Bangalore – 560 014	Multi Tasking Staff	-	-	1	1	2
4	Commanding Officer E&ITI, Air Force Jalahalli (East) Bangalore – 560 014	Multi Tasking Staff	-	-	-	1	1
5	Commandant, AFTC Jalahalli West, Bangalore – 560 015	Lower Division Clerk	-	1	1	1	3 (1 ESM)
		Cook	-	-	1	-	1
		Lab Assistant	-	-	-	1	1
		Multi Tasking Staff	-	1	-	1	2
		Mess Staff	-	-	3	2	5 (1 ESM)
6	Commanding Officer, HQ TC(U), AF JC Nagar Post, Hebbal, Bangalore – 560 006	Civilian Education Instructor	-	-	1	-	1
		Lower Division Clerk	-	-	1	-	1
		Multi Tasking Staff	-	-	6	-	6
		Mess Staff	-	-	-	1	1
		Safaiwala	-	-	1	-	1
7	Commandant, IAM, IAF Vimanapura PO, Bangalore – 560 017	Lower Division Clerk	-	1	-	1	2
		Multi Tasking Staff	-	-	-	2	2
		Safaiwala	-	-	-	1	1
8	Commandant, Command Hospital, AF Agram Post, Bangalore – 560 007	Lower Division Clerk	-	-	-	1	1
		Cook	-	-	-	1	1
		Safaiwala	1	1	1	1	4
		Ayah/Ward Sahayika	-	-	1	3	4

9	Commanding Officer, SDI, AF Kempapura, Yemlur, Bangalore -560 037	Civilian Mechanical Transport Driver	-	-	1	-	1
10	AOC, AF Station Yelahanka, Bangalore - 560 063	Lower Division Clerk	-	-	1	1	2 (1 ESM)
		Multi Tasking Staff	-	2	-	5	7
		Safaiwala	-	-	2	1	3
11	AOC AF Station, Bidar - 585 401	Lower Division Clerk	-	-	-	1	1
		Cook	-	-	1	-	1
		Multi Tasking Staff	-	-	1	5	6
		Mess Staff	-	1	1	4	6
		Safaiwala	-	-	3	4	7
12	HSSC C/o AF Station, Bidar - 585 401	Multi Tasking Staff	-	-	-	1	1
13	Station Commander AF Station, Belgaum - 591 124	Lower Division Clerk	-	-	-	1	1
		Typist (Hindi)	-	-	-	1	1
		Cook	-	-	-	3	3
		Multi Tasking Staff	-	-	-	2	2
		Mess Staff	-	-	-	1	1
		Safaiwala	-	-	-	2	2
14	AOC, AF Station Tambaram Chennai - 600 046	Lower Division Clerk	-	-	1	2	3
		Cook	-	-	1	-	1 (ESM)
		Multi Tasking Staff	-	-	2	4	6 (01 ESM)
		Mess Staff	-	-	-	1	1
		Safaiwala	-	-	3	7	10 (01 ESM)
15	Commanding Officer FIS, AF C/o AF Station Tambaram Chennai - 600 046	Multi Tasking Staff	-	-	1	-	1
16	Commanding Officer MTI, AF C/o AF Station Tambaram Chennai - 600 046	Lower Division Clerk	-	-	-	1	1
17	Commanding Officer WTI, AF C/o AF Station Tambaram Chennai - 600 046	Multi Tasking Staff	-	-	-	2	2
18	Commanding Officer MTTI, Avadi, Chennai - 600 055	Multi Tasking Staff	-	-	-	1	1
		Mess Staff	-	-	-	1	1
		Safaiwala	-	-	-	2	2

19	Commandant, AFAC, Redfields Coimbatore 641 018	Cook	1	-	-	-	1
		Mess Staff	-	-	-	1	1
		Safaiwala	1	1	2	2	6
20	Station Commander AF Station Begumpet Bowenpally (PO) Secunderabad-500 011	Lower Division Clerk	-	1	2	2	5(1PH/HH & 1 ESM)
		Multi Tasking Staff	-	-	3	3	6(1 Ex S)
		Safaiwala	-	1	1	-	2
21	AOC, AF Station Hakimpet Secunderabad - 500 014	Supdt(Store)	-	-	-	1	1
		Lower Division Clerk	-	-	1	1	2
		Cook	-	-	-	3	3
		Multi Tasking Staff	-	1	3	7	11 (1 ESM)
		Mess Staff	-	-	-	2	2
		Safaiwala	-	-	1	2	3
22	Commanding Officer HTS, AF C/o AF Station Hakimpet Secunderabad - 500 014	Typist (Hindi)	-	-	-	1	1
		Multi Tasking Staff	-	-	1	3	4
23	Commandant CAW, 2, Sardar Patel Road Secunderabad - 500 003	MTS	-	-	-	1	1
24	Commandant AF Academy, Hyderabad - 500 043	Lower Division Clerk	-	1	-	-	1
		Cook	-	-	-	1	1
		Multi Tasking Staff	-	-	5	4	9 (1 ESM)
		Safaiwala	-	-	-	2	2
25	Commanding Officer 2 AMTC C/o AF Academy, Hyderabad - 500 043	Multi Tasking Staff	-	-	-	1	1
26	Commanding Officer 14 AFH C/o AF Academy, Hyderabad - 500 043	Multi Tasking Staff	-	-	-	1	1
Total							212

ESM: Ex-Serviceman, PH: Physical Handicap, HH: Hearing Handicap

2.

EDUCATIONAL QUALIFICATION/PAY SCALE:

Post	Pay scale in Rs	Educational qualification/Experience
Lab Assistant	PB-1 (5200-20200 + GP 2800)	<u>Essential:</u> • B Sc and one year experience in a Laboratory
Supdt (Store)	PB-1 (5200-20200 + GP 2400)	<u>Essential:</u> • Graduate of a recognized University or equivalent. <u>Desirable:</u> • Experience in handling Stores and keeping Accounts in a store of a concern of repute in Public or Private Sector
Civilian Education Instructor	PB-1 (5200-20200 + GP 2400)	<u>Essential:</u> • A Degree from a recognised University with Hindi as one of the subjects. • A Diploma or Degree in teaching. <u>Desirable:</u> • One year experience in teaching
Jr Artist Grade-II	PB-1 (5200-20200 + GP 2400)	<u>Essential:</u> • Matriculation or equivalent qualification from a recognized Board or University. • Certificate from a recognized Art School or College • Fluent with the brush and capable of producing good work <u>Desirable:</u> • Computer knowledge.
Lower Division Clerk	PB-1 (5200-20200 + GP 1900)	<u>Essential:</u> • 12 th Class or equivalent qualification from a recognized Board or University. • A typing speed of 30 wpm in English or 25 wpm in Hindi on manual typewriter; or • A typing speed of 35 wpm in English or 30 wpm in Hindi on computer (35 wpm and 30 wpm correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word) <u>Desirable:</u> • Knowledge in MS Office based applications.
Typist(Hindi)		<u>Essential:</u> • 12 th Class or equivalent qualification from a recognized Board or University. • 25 wpm in Hindi on manual typewriter; or • 30 wpm in Hindi on computer (30 wpm correspond to 9000 KDPH on an average of 5 key depressions for each word); <u>Desirable:</u> • Knowledge in MS Office based applications.
Civilian Mechanical Transport Driver (Ordinary grade)		<u>Essential:</u> • Matriculation or equivalent from a recognized boards. • Must be holding a valid civil driving license for light and heavy vehicles. • Must possess professional skill in driving and knowledge of motor mechanism. • Minimum two years experience in driving motor vehicles.

Cook	PB-1 (5200-20200 + GP 1900)	<u>Essential:</u> <ul style="list-style-type: none"> • Matriculation or equivalent examination of recognized University / Board; • 6 months experience in trade; or • Ex-Servicemen in similar/akin/field or trade
Painter		<u>Essential:</u> <ul style="list-style-type: none"> • Industrial Training Institute certificate in the appropriate / akin field or trade viz. Painter or Ex-servicemen in appropriate trade viz. Painter
Multi Tasking Staff	PB-1 (5200-20200 + GP 1800)	<ul style="list-style-type: none"> • <u>Essential:</u> Matriculation pass or equivalent qualification from a recognized University or Board • <u>Desirable:</u> One year of experience as Watchman or Lascar or Gestetner Operator or Gardener from an Organization or Institute.
Mess Staff		<ul style="list-style-type: none"> • <u>Essential:</u> Matriculation pass or equivalent qualification from a recognized University or Board • <u>Desirable:</u> One year of experience as Waiter or Washer up from an Organization or Institute.
Ayah/Ward Sahayika		<ul style="list-style-type: none"> • <u>Essential:</u> Matriculation pass or equivalent qualification from a recognized University or Board • <u>Desirable:</u> One year of experience as Ayah, in Hospitals or Nursing Homes from an Organization or Institute.
Safaiwala		<ul style="list-style-type: none"> • <u>Essential:</u> Matriculation pass or equivalent qualification from a recognized University or Board

3. **AGE LIMIT (As on the last date of receipt of application):**

- (a) Lower Division Clerk/Typist (Hindi)/Jr Artist Gd-II : 18 - 27 years
- (b) Other posts : 18 - 25 years

Note:- Age relaxation for SC/ST/OBC/PH/Ex-Serviceman/Departmental Candidates/ other eligible categories as per prevalent Government of India Rules. SC/ST/OBC/PH candidates applying for unreserved posts are not entitled to any relaxation in age limit.

4. **LAST DATE:** The last date for receipt of application form is **30 days** from the date of publication of this advertisement.

5. Eligible candidates desirous of applying are to forward their applications as per prescribed format with enclosures as listed below to **the Air Force stations/units at addresses listed above:-**

- (a) Application as per given format duly typed in English on foolscap paper with two recent passport size photographs (one self attested photograph is to be pasted on the application).
- (b) Self attested photocopies of certificates supporting Date of birth, Educational qualification, Experience etc;
- (c) Candidates belonging to SC/ST/OBC/PH/Ex-servicemen are to enclose copies of certificate issued by the Competent Authority supporting their category and reservation status.

- (d) Self addressed/stamped envelope of size 24 x 11 Centimeters.
- (e) Any other documents supporting their candidature.
- (f) The envelope containing the application should be superscribed "APPLICATION FOR THE POST OF _____". Separate application for each post should be forwarded.

6. Merely fulfilling the basic selection criteria does not automatically entitle a person to be called for test/interview. The number of posts/vacancies mentioned above is likely to change.

7. Examination will be conducted at the respective Stations/Units. The syllabus for examination will be related to charter of duties of concerned post(s), General Intelligence, Reasoning, Numerical Aptitude, General English, General Awareness, Practical test.

8. **INSTRUCTION TO CANDIDATES:**

- (a) Applications are to be forwarded only through ordinary post. Applications sent through Registered Post/Speed Post/Courier will not be accepted.
- (b) Date/Time of Tests/Interview to the eligible shortlisted candidates will be intimated by post.
- (c) No TA/DA will be paid for attending the Test/Interview.
- (d) **Original Certificates are NOT to be sent.**
- (e) Commanding Officer of the AF Station / Unit mentioned at Para (1) has right to reject any incomplete application without assigning any reasons. Screening of application will be carried out and the selected candidates will only be called for interview.

APPLICATION FOR THE POST OF _____ IN _____ STATION/UNIT

1. Post applied for
 2. Name of the Candidate (in block letters)
 3. Father's Name
 4. Date of Birth/...../.....
(attach copy of birth certificate self attested)
 5. Age (as on the last date for receipt of application) : Years Months Days
 6. Address for correspondence
 7. Permanent Address
 8. Category: SC/ST/OBC/UR/Ex Serviceman/Meritorious Sports/Physically Handicapped (Attach self attested copy of necessary certificate)
 9. Educational qualification: (Attach self attested copies of education certificates)
- | Exam Passed / Year | School / Board / University |
|--------------------|-----------------------------|
| | |
10. Any other qualification/experience (Attach self attested copies of certificates)
 11. Technical Training/Experience
 12. Domicile (attach self attested copy)
 13. Tick medium of typing (for Lower Division Clerk post only) : Hindi/English/NA
 14. Whether registered with any Employment Exchange (Yes/No): If Yes, mention Registration No and Name of employment exchange.

Paste a self attested passport size photograph

Declaration

I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief, if particulars mentioned by me are found false at any stage then I shall be liable to be terminated without any notice.

Place:
Date:

Signature of the applicant

FOR OFFICIAL RECORD ONLY

1. Received on
2. Accepted / Rejected
3. Reason for rejection: Underage/Overage/incomplete documents/Any other reason to be specified
4. Index No.....Date of Test/Interview.....

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