

**GOVERNMENT OF INDIA**  
**MINISTRY OF DEFENCE**  
**INDIAN AIR FORCE**

1. Applications are invited from eligible Indian citizens for recruitment for the following civilian post at Indian Air Force. The applicants are advised to choose the station and apply as desired. The details of the post, eligibility conditions and the locations of the Station where vacancy has been allotted are as follows: -

**Eligibility Conditions**

| Name of Post       | No. of Post category wise | Pay Band & Grade Pay                          | Qualification as per Recruitment Rules                                                                                                                                                                                                                                                                                                                                                  | Address to which the application is to be forwarded                            |
|--------------------|---------------------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| Steno Gde-II       | 02 (1SC & 1 UR)           | Grade Pay Rs. 2400/- (in PB-1 Rs. 5200-20200) | (i) 12 <sup>th</sup> Class or equivalent qualification from a recognized Board or University.<br><br>(ii) Skill Test Norms Dictation: 10 mts & 80 w.p.m.<br>Transcription: 65 mts (Eng.)<br>75 mts. (Hindi)<br>(On Manual Typewriter) or<br>50 mts. (Eng.).<br>65 Mts. (Hindi)<br>(On Computer)                                                                                         | CO, No. 3 Air Force Selection Board, Sector -9, Gandhinagar (Gujarat) - 382009 |
| Clerk Hindi Typist | 01 (UR)                   | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | (i) 12 <sup>th</sup> Class or equivalent qualification from a recognized Board or University.<br><br>(ii) A typing speed of 25 words per minutes in Hindi on manual typewriter.<br><br><b>OR</b><br><br>A typing speed of 30 words per minutes in Hindi on Computer (30 words per minutes correspond to 9000 Key Depression per hour on an average of 5 key depressions for each word). |                                                                                |

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| Storekeeper | 01(SC)                                             | Grade Pay<br>Rs. 1900/-<br>(in PB- 1<br>Rs. 5200-<br>20200) | 12 <sup>th</sup> Class or equivalent<br>qualification from a recognized<br>Board or University.<br><br><u>Desirable:</u> Experience in<br>handling Stores and keeping<br>Accounts in a store of a concern<br>of repute in Public or Private<br>Sector.                                                                                                                                                                     |
| LDC         | 03 (1 ST,<br>1 OBC & 1<br>UR)                      | Grade Pay<br>Rs. 1900/-<br>(in PB-1<br>Rs. 5200-<br>20200)  | (i) 12 <sup>th</sup> Class or equivalent<br>qualification from a recognized<br>Board or University.<br><br>(ii) A typing speed of 30 words<br>per minutes in English on<br>manual typewriter.<br><br><b>OR</b><br><br>A typing speed of 35 words per<br>minutes in English on Computer<br>(35 words per minutes<br>correspond to 10500 Key<br>Depression per hour on an<br>average of 5 key depressions for<br>each word). |
| MTD (OG)    | 05 (2 OBC<br>& 3 UR)                               | Grade Pay<br>Rs. 1900<br>(in PB-1<br>Rs. 5200-<br>20200).   | (i) Matriculation or equivalent<br>examination of recognized<br>university / Board.<br><br>(ii) Must be holding a valid civil<br>driving licence for light and<br>heavy vehicle.<br><br>(iii) Must possess professional<br>skill in driving and knowledge of<br>motor mechanism.<br><br>(iv) Minimum two year<br>experience in driving motor<br>vehicles.                                                                  |
| Safaiwala   | 12 (7 UR,<br>3 OBC, 1<br>ST & 1<br>Deaf &<br>Dumb) | Grade Pay<br>Rs. 1800<br>(in PB-1<br>Rs. 5200-<br>20200).   | Matriculation pass or equivalent<br>qualification from a recognized<br>University or Board.                                                                                                                                                                                                                                                                                                                                |

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| Painter    | 01 (UR)                                   | Grade Pay<br>Rs. 1900<br>(in PB-1<br>Rs. 5200-<br>20200). | Acquired Industrial Training<br>Institute Certificate in the<br>appropriate/akin field or trade<br>viz. painter.<br><br>OR<br>Passed requisite trade test and<br>desirably passed 10 <sup>th</sup> standard.                                   |
| Carpenter  | 01 (UR)                                   | Grade Pay<br>Rs. 1900<br>(in PB-1<br>Rs. 5200-<br>20200). | Acquired Industrial Training<br>Institute Certificate in the<br>appropriate/akin field or trade<br>viz. Carpenter.<br><br>OR<br>Passed requisite trade test and<br>desirably passed 10 <sup>th</sup> standard.                                 |
| Dhobi      | 01 (UR)                                   | Grade Pay<br>Rs. 1800<br>(in PB-1<br>Rs. 5200-<br>20200). | Matriculation pass or equivalent<br>qualification from a recognized<br>University or Board.<br><br><u>Desirable:</u> One year of<br>experience as dhobi from an<br>Organization or institute.                                                  |
| Cook       | 10 (7 UR,<br>2 OBC & 1<br>ST)             | Grade Pay<br>Rs. 1900<br>(in PB-1<br>Rs. 5200-<br>20200). | (i) Matriculation with six months<br>experience in the trade<br><br>OR<br>Ex-Serviceman with similar<br>qualification.                                                                                                                         |
| Mess Staff | 13 (9 UR,<br>3 OBC & 1<br>ST)             | Grade Pay<br>Rs. 1800<br>(in PB-1<br>Rs. 5200-<br>20200). | Matriculation pass or equivalent<br>qualification from a recognized<br>University or Board.<br><br><u>Desirable:</u> One year of<br>experience as Waiter or Washer<br>Up from an Organization or<br>institute.                                 |
| MTS        | 39 (22 UR,<br>10 OBC, 5<br>ST, & 2<br>SC) | Grade Pay<br>Rs. 1800<br>(in PB-1<br>Rs. 5200-<br>20200). | Matriculation pass or equivalent<br>qualification from a recognized<br>University or Board.<br><br><u>Desirable:</u> One year of<br>experience as Watchman or<br>Lascar or Gestetner Operator or<br>Mali from an Organization or<br>institute. |

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| Cook       | 02 (UR)                               | Grade Pay<br>Rs. 1900<br>(in PB-1<br>Rs. 5200-<br>20200). | (i) Matriculation with six months<br>experience in the trade<br><br>OR<br>Ex-Serviceman with similar<br>qualification.                                                                                                                         | Ajdt- 30, C/O Air Force<br>Station, Lohagaon,<br>PUNE (MH) - 411032. |
| Safaiwala  | 03 (UR)                               | Grade Pay<br>Rs. 1800<br>(in PB-1<br>Rs. 5200-<br>20200). | Matriculation pass or equivalent<br>qualification from a recognized<br>University or Board.                                                                                                                                                    |                                                                      |
| MTS        | 08 (5 UR,<br>1 SC, 1 ST<br>& 1 Blind) | Grade Pay<br>Rs. 1800<br>(in PB-1<br>Rs. 5200-<br>20200). | Matriculation pass or equivalent<br>qualification from a recognized<br>University or Board.<br><br><u>Desirable:</u> One year of<br>experience as Watchman or<br>Lascar or Gestetner Operator or<br>Mali from an Organization or<br>institute. | C Adm O, Air Force Station, Lohagaon, PUNE (MH)<br>- 411032.         |
| Mess Staff | 01 (OBC)                              | Grade Pay<br>Rs. 1800<br>(in PB-1<br>Rs. 5200-<br>20200). | Matriculation pass or equivalent<br>qualification from a recognized<br>University or Board.<br><br><u>Desirable:</u> One year of<br>experience as Waiter or Washer<br>Up from an Organization or<br>institute.                                 |                                                                      |
| Safaiwala  | 02 (UR)                               | Grade Pay<br>Rs. 1800<br>(in PB-1<br>Rs. 5200-<br>20200). | Matriculation pass or equivalent<br>qualification from a recognized<br>University or Board.                                                                                                                                                    |                                                                      |

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| LDC       | 03 (1SC, 1 OBC & 1 UR)  | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | <p>(i) 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.</p> <p>(ii) A typing speed of 30 words per minutes in English on manual typewriter.</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p>A typing speed of 35 words per minutes in English on Computer (35 words per minutes correspond to 10500 Key Depression per hour on an average of 5 key depressions for each word).</p> | C Adm O, Air Force Station, Lohagaon, PUNE (MH) - 411032.                  |
| LDC       | 04 (1 UR, 2 OBC & 1 SC) | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | <p>(i) 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.</p> <p>(ii) A typing speed of 30 words per minutes in English on manual typewriter.</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p>A typing speed of 35 words per minutes in English on Computer (35 words per minutes correspond to 10500 Key Depression per hour on an average of 5 key depressions for each word).</p> | C Adm O, Air Force Station, Kolshet Road, PO-Sandoz Bagh, Thane (MH) - 607 |
| Safaiwala | 01 (UR)                 | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                                                                                                                                                                                                                                 |                                                                            |
| Cook      | 03 (1 ST, 2 OBC)        | Grade Pay Rs. 1900 (in PB-1 Rs. 5200-20200).  | <p>(i) Matriculation with six months experience in the trade</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p>Ex-Serviceman with similar qualification.</p>                                                                                                                                                                                                                                                                 | C Adm O, Air Force Station JAMNAGAR (Guj) - 03                             |

|            |                              |                                              |                                                                                                                                                                                                                              |                                                                                 |
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| MTS        | 02 (1 UR, 1 ST)              | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Watchman or Lascar or Gestetner Operator or Mali from an Organization or institute. | C Adm O, Air Force Station JAMNAGAR (Guj) - 03                                  |
| Mess Staff | 01 (OBC)                     | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.                              |                                                                                 |
| Safaiwala  | 02 (01 Deaf & Dumb & 01 OBC) | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                        |                                                                                 |
| Mess Staff | 01(UR)                       | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.                              | C Adm O Air Force Station-II, In Side Sub Guard Room, Ratanada Jodhpur (Raj)-11 |
| Safaiwala  | 01 (OBC)                     | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                        | S Adm O, Air Force Station, Sector -27, Gandhinagar (Guj) - 27                  |
| Mess Staff | 01(UR)                       | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.                              | Adjt-757, Air Force Station Jaisalmer (Raj)                                     |

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| Mess Staff | 01 (SC)           | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.                              | C Adm O, Air Force Station, PO- INS Shivaji, Lonawala, Distt-Pune (MH) 410402  |
| Safaiwala  | 01 (SC)           | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                        |                                                                                |
| MTS        | 01 (UR)           | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Watchman or Lascar or Gestetner Operator or Mali from an Organization or institute. | C Adm O, Air Force Station, Borgad, Village - MERI, Distt- Nasik (MH) - 422004 |
| MTS        | 01 (UR)           | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Watchman or Lascar or Gestetner Operator or Mali from an Organization or institute. | C Adm O, Air Force Station Mount Abu, Distt- Sirohi (Raj) - 01                 |
| Safaiwala  | 01 (UR)           | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                        |                                                                                |
| Mess Staff | 02 (1 UR & 1 OBC) | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.                              | Adjt-11 Air Force Station, Near Air port Harni Road, VADODARA (Guj)- 18        |

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| Cook       | 02 (1 UR & 1 OBC)        | Grade Pay Rs. 1900 (in PB-1 Rs. 5200-20200). | (i) Matriculation with six months experience in the trade<br><br>OR<br>Ex-Serviceman with similar qualification.                                                                                                             | Adj-t-25, Force Station, Near Air port Harri Road, VADODARA (Guj)-18           |
| MTS        | 04 (1 UR, 2 OBC, & 1 OH) | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Watchman or Lascar or Gestetner Operator or Mali from an Organization or institute. |                                                                                |
| Mess Staff | 01 (UR)                  | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.                              |                                                                                |
| Safaiwala  | 02 (UR)                  | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                        |                                                                                |
| Mess Staff | 01 (SC)                  | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.                              |                                                                                |
| MTS        | 01 (UR)                  | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200). | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Watchman or Lascar or Gestetner Operator or Mali from an Organization or institute. | Adj-t-1, Air Force Station, Darjipura, PO - Amaliyara, VADODARA (Guj) - 390022 |

Adj-t - 2201, Air Force Station Bhuj - Kutch (Guj) - 370001

Adj-t-1, Air Force Station, Darjipura, PO - Amaliyara, VADODARA (Guj) - 390022

|           |                                  |                                               |                                                                                                                                                                                                                                       |                                                                                                                        |
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| Safaiwala | 01 (UR)                          | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                                 | Adj. - 12 Provost & Security Unit, Air Force, AFI Building, MG Road, Ground Floor, New Marine Line, Mumbai (MH)-400020 |
| SK        | 01 (UR)                          | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | 12 <sup>th</sup> Class or equivalent qualification from a recognized Board or University.<br><br><u>Desirable</u> : Experience in handling Stores and keeping Accounts in a store of a concern of repute in Public or Private Sector. | Adj., 30 Equipment Depot, Air Force, Cotton Green, Mumbai - 400033                                                     |
| Safaiwala | 01 (UR)                          | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                                 |                                                                                                                        |
| Cook      | 01 (UR)                          | Grade Pay Rs. 1900 (in PB-1 Rs. 5200-20200).  | (i) Matriculation with six months experience in the trade<br><br>OR<br>Ex-Serviceman with similar qualification.                                                                                                                      | C Adm O, 57 ASP, AF (Air Force Station Makarpura, VADDODARA (Guj)-390014                                               |
| MTS       | 06 (2 UR, 1 SC, 2 OBC & 1 Blind) | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable</u> : One year of experience as Watchman or Lascar or Gestetner Operator or Mali from an Organization or institute.         |                                                                                                                        |

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| MTS        | 01 (UR)           | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Watchman or Lascar or Gestetner Operator or Mali from an Organization or institute.                                                                                                                                                                        |
| Mess Staff | 01 (OBC)          | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | Matriculation pass or equivalent qualification from a recognized University or Board.<br><br><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.                                                                                                                                                                                                     |
| LDC        | 03 (2 OBC & 1 UR) | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | (i) 12 <sup>th</sup> Class or equivalent qualification from a recognized Board or University.<br><br>(ii) A typing speed of 30 words per minutes in English on manual typewriter.<br><br><b><u>OR</u></b><br><br>A typing speed of 35 words per minutes in English on Computer (35 words per minutes correspond to 10500 Key Depression per hour on an average of 5 key depressions for each word). |

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| Fireman | 01 (UR) | Grade Pay Rs. 1900 (in PB-1 Rs. 5200-20200). | <p>(i) Matriculation or equivalent qualification from a recognized University or Board.</p> <p>(ii) Must have undergone training in Fire Fighting under a state fire service or a recognized institute of repute.</p> <p>(iii) Must be conversant with the use and maintenance of all types of extinguishers, Hose Fittings and Fire appliances and equipments like Fire Engine, Trailer Fire Pumps and Foam Branches.</p> <p style="text-align: center;">OR</p> <p>Ex-Serviceman of appropriate trade.</p> <p><u>Desirable:</u></p> <p>(i) Should be familiar with maintenance and operation of various types of Fire appliances.</p> <p>(ii) Experience of having worked in a regular civil or defence fire brigade as Fireman Gd-I or Senior Fireman.</p> <p>(iii) Have passed the General Fire Fighting Course of Defence Institute of Fire Research, Ministry of Defence or Sub-Officers Course from National Fire Service College, Nagpur or any other similar recognized course.</p> | C Adm O, Air Force Station, Kalina Military Camp, Santa Cruz (E) - Mumbai - 29 |
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| Steno Gde-II | 01 (OBC)   | Grade Pay Rs. 2400/- (in PB-1 Rs. 5200-20200) | <p>(i) 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.</p> <p>(ii) Skill Test Norms Dictation: 10 mts &amp; 80 w.p.m.<br/>Transcription: 65 mts (Eng.)<br/>75 mts. (Hindi)<br/>(On Manual Typewriter) or<br/>50 mts. (Eng.).<br/>65 Mts. (Hindi)<br/>(On Computer)</p>                                                                                                                | <p>C Adm O, HQ MAO, AF, AFI Building, MG road<br/>New Marine Lines, Mumbai - 400 020</p> <p>C Adm O, SWAC (U), AF, Sector - 9, Gandhinagar (Guj) - 382009</p> |
| LDC          | 01 (OBC)   | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | <p>(i) 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.</p> <p>(ii) A typing speed of 30 words per minutes in English on manual typewriter.</p> <p style="text-align: center;"><b>OR</b></p> <p>A typing speed of 35 words per minutes in English on Computer (35 words per minutes correspond to 10500 Key Depression per hour on an average of 5 key depressions for each word).</p> |                                                                                                                                                               |
| MTS          | 01 (ST)    | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | <p>Matriculation pass or equivalent qualification from a recognized University or Board.</p> <p><u>Desirable:</u> One year of experience as Watchman or Lascar or Gestetner Operator or Mali from an Organization or institute.</p>                                                                                                                                                                                            |                                                                                                                                                               |
| Mess Staff   | 02 (02 UR) | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | <p>Matriculation pass or equivalent qualification from a recognized University or Board.</p> <p><u>Desirable:</u> One year of experience as Waiter or Washer Up from an Organization or institute.</p>                                                                                                                                                                                                                         |                                                                                                                                                               |

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| Safaiwala                  | 01 (UR)                | Grade Pay Rs. 1800 (in PB-1 Rs. 5200-20200).  | Matriculation pass or equivalent qualification from a recognized University or Board.                                                                                                                                                                                                                                                                                                                                                 | C Adm O, Air SWAC (U), AF, Sector - 9, Gandhinagar (Guj) - 382009 |
| LDC                        | 01 (UR)                | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | <p>(i) 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.</p> <p>(ii) A typing speed of 30 words per minutes in English on manual typewriter.</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p>A typing speed of 35 words per minutes in English on Computer (35 words per minutes correspond to 10500 Key Depression per hour on an average of 5 key depressions for each word).</p> | C Adm O, Air Force Station Bhuj - Kutch (Guj) - 370001            |
| Telephone Operator Gde -II | 04 (1 SC, 1 ST & 2 UR) | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | <p>(i) Matriculation or its equivalent with English as a compulsory subject from a recognized institution.</p> <p>(ii) Proficiency in handling of Private Branch Exchange (PBX) Board from a recognized institution by the Central Government.</p> <p><u>Desirable:</u><br/>Fluency in spoken English.</p>                                                                                                                            | C Adm O, Air Force Station, Ratanada, Jodhpur (Raj) - 11          |

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|-----|---------|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| LDC | 01 (UR) | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | <p>(i) 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.</p> <p>(ii) A typing speed of 30 words per minutes in English on manual typewriter.</p> <p style="text-align: center;"><b>OR</b></p> <p>A typing speed of 35 words per minutes in English on Computer (35 words per minutes correspond to 10500 Key Depression per hour on an average of 5 key depressions for each word).</p> | C Adm O, Air Force Station, Darjipura,<br>PO- Amaliyara, VADODARA (Guj) -<br>390022  |
| MTD | 01 (UR) | Grade Pay Rs. 1900/- (in PB-1 Rs. 5200-20200) | <p>(i) Matriculation or equivalent examination of recognized university / Board.</p> <p>(ii) Must be holding a valid civil driving licence for light and heavy vehicle.</p> <p>(iii) Must possess professional skill in driving and knowledge of motor mechanism.</p> <p>(iv) Minimum two year experience in driving motor vehicles.</p>                                                                                       | C Adm O, Air Force Station,<br>Village - Kundal, Via- Phalodi<br>Distt-Jodhpur (Raj) |

2. General rules for recruitment are: -

(a) Age Limit for all the post except LDC, Clerk Hindi Typist, Steno Gde-II and Fireman is 18 to 25 years. Age limit for the post of LDC, Clerk Hindi Typist, Steno Gde-II and Fireman is 18 to 27 years. The crucial date for determining the age limit shall be the last date for receipt of application. Age relaxation as per existing rules is available to candidates belonging to specific category viz SC/ST/OBC/PH/Ex-Servicemen. Only those posts which are reserved for specific category are eligible for age relaxation.

(b) It is clarified that candidates belonging to reserved categories selected on their merit shall be treated as general candidates and they will not be adjusted against the quota reserved for their respective categories.

(c) It is also clarified that SC/ST/OBC/PH/ESM candidates applying for unreserved post are not entitled for any relaxation in age limit. **Age relaxation is applicable only for reserved posts as per rules.**

(d) **EX-Servicemen** who have put in not less than six months continuous service in the Armed Forces shall be allowed to deduct the period of such service from his actual age and if the resultant age does not exceed the prescribed maximum age by more than three years, he shall be deemed to satisfy the condition regarding age- limit.

(e) It is further clarified that an unreserved vacancy can be filled by a candidate belonging to any category viz SC/ST/OBC/PH/General provided that the candidate is selected on merit but they are not entitled for any relaxation in age limit.

(f) **For Women candidates only:** - Widows, divorced woman and woman judicially separated from their husbands and who are not remarried are allowed age concession up to the age of 35 years (40 years for member of SCs/STs).

(g) Service conditions- Liable to serve anywhere in India including field area.

3. How to apply: - application as per the format given below duly completed with recent passport size photograph duly attested by self pasted thereon are to be submitted by the candidates to the address as mentioned at Para 1 above.

(a) Last date of receipt of application is 21 days from the date of advertisement in Employment News.

(b) In case of OBC candidates applying for reserved quota, their caste should be listed under the **Central List of OBCs**.

(c) In case of Ex-Servicemen category candidates applying for Ex-servicemen quota and if the vacancy is reserved for SC/ST/OBC, then it should be filled by an Ex-Serviceman belonging to the respective category.

**General Points: -**

(i) Applications without details / copies of certificate etc will be rejected summarily and no further correspondence will be entertained. Decision of the Board of Officers will be final.

(ii) Applications received after due date will not be considered.

(iii) The application is to be accompanied with self addressed envelope with appropriate postage stamp duty affixed.

(iv) The date/time and place of exam will be intimated by post to eligible candidates. The Organization will not be responsible for any kind of postal delay.

(v) Candidates attending examination will not be paid any-kind of allowances.

Paste  
passport  
size  
photograph  
duly self  
attested

- |     |                                                                                                                                                                                                                                                                 |   |                                                                                                                   |                               |                                                         |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------|
| 1.  | Post applied for                                                                                                                                                                                                                                                |   |                                                                                                                   |                               | passport<br>size<br>photograph<br>duly self<br>attested |
| 2.  | Name of the candidate<br>(in block letters)                                                                                                                                                                                                                     | : |                                                                                                                   |                               |                                                         |
| 3.  | Father's/ Husband's Name                                                                                                                                                                                                                                        | : |                                                                                                                   |                               |                                                         |
| 4.  | Date of Birth                                                                                                                                                                                                                                                   | : | (Attach copy of Birth Certificate<br>self attested)                                                               |                               |                                                         |
| 5.  | Age as on last date prescribed<br>For receipt of application                                                                                                                                                                                                    | : | / /                                                                                                               | Years.....Month.....Days..... |                                                         |
| 6.  | Address for Correspondence<br>House No/Street/Village                                                                                                                                                                                                           | : | Distt.                                                                                                            | Post Office:<br>State         | Pin Code                                                |
| 7.  | Permanent Address<br>House No/Street/Village                                                                                                                                                                                                                    | : | Distt.                                                                                                            | Post Office:<br>State         | Pin Code                                                |
| 8.  | Caste: Gen/OBC/SC/ST/PH                                                                                                                                                                                                                                         | : | (Attach certificate in case of SC/ST/OBC/PH)                                                                      |                               |                                                         |
| 9.  | Education Qualification                                                                                                                                                                                                                                         | : | (Attach education certificate self attested)                                                                      |                               |                                                         |
| 10. | Any other qualification /<br>Experience                                                                                                                                                                                                                         | : |                                                                                                                   |                               |                                                         |
| 10. | Permanent Address                                                                                                                                                                                                                                               | : |                                                                                                                   |                               |                                                         |
| 11. | Category for which applied                                                                                                                                                                                                                                      | : | GEN/OBC/SC/ST/EX Servicemen/Meritorious Sport<br>Person/Physically Handicapped.....(Attach<br>copy self attested) |                               |                                                         |
| 12. | Technical Training/Experience                                                                                                                                                                                                                                   | : |                                                                                                                   |                               |                                                         |
| 13. | Domicile                                                                                                                                                                                                                                                        | : | (Attach self attested copy)                                                                                       |                               |                                                         |
| 14. | Whether registered with any<br>Employment Exchange:-                                                                                                                                                                                                            | : | Yes /NO : If yes, mention Registration No. and name<br>of employment Exchange.                                    |                               |                                                         |
| 15. | I hereby certify that above particulars mentioned in the application are correct and true to<br>the best of my knowledge and belief, if particulars mentioned by me are found false at any stage<br>then I shall be liable to be terminated without any notice. |   |                                                                                                                   |                               |                                                         |

Date:

Signature of applicant

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**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.....

**ACKNOWLEDGEMENT CARD**

(This is call letter for written test)

Post ..... (Delete whichever is not applicable)

Paste  
passport size  
photograph  
duly self  
attested

1. Name: .....

2. Father's Name: .....

3. Address for Correspondence: (to be filled same as per Column 6 of application form)

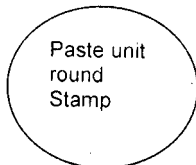
House No/Street/Village: .....

Post Office-----, Distt-----

State-----, Pin Code .....

4. Index No: ----- Date and time of Written Test/Interview: .....

5. Venue of Written Test/Interview-----



Signature of Controlling Officer

**Note:** -Controlling officer is to be attested the acknowledgement card photo with rubber stamp and forward to eligible candidate.

\*\*\*

daip 10802/11/0788/415