

भारतीय वायुसेना / INDIAN AIR FORCE

DIRECT RECRUITMENT OF GROUP 'C' CIVILIAN POSTS IN IAF

(ADVERTISEMENT NO. - 06/2022/DR)

1. Applications are invited from eligible Indian citizens for the recruitment of 01 post of LDC (UR) at Air Force Central Account Office, Subroto Park, New Delhi-110010. The vacancy is reserved for PwBD(c) locomotors disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy. The eligible candidates may address their application to concerned Station/Unit. The details are given below:-

SI No.	POSTAL ADDRESS	POST	TOTAL NO. OF VACANCIES	Category for which the post should be earmarked						
				UR	OBC	SC	ST	EWS	PwBD	ESM
(a)	Air Officer Commanding, Air Force Central Account Office, Subroto Park, New Delhi- 110010.	Lower Division Clerk (LDC)	01	01	-	-	-	-	01(c)*	-

Note:- The number of vacancies may vary.

Note: UR- Un-reserved, SC- Scheduled Caste, ST- Scheduled Tribes, OBC- Other Backward Caste, PwBD- Person with Benchmark Disabilities, EWS- Economically Weaker Sections, ESM- Ex-Serviceman.

*Person with Benchmark Disabilities (PwBD) *(c) Locomotors disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy

Reservation for SC/ST/OBC/EWS/PwBD/ESM The persons selected against the quotas reserved for PwBD/ESM also to be adjusted in the post based roster among UR/SC/ST/OBC/EWS categories.

2. Age Limit:- 18-35 years (The crucial date for determining age limit is the last date of receipt of application).

(a) Age Relaxation:-

(v) SC/ST/OBC candidates applying against UNRESERVED post are not entitled to any relaxation in age limit, experience etc.

(vi) Departmental Employees:- 40 years for UR
45 years for SC/ST

Note:- The age relaxation for all eligible candidates is as per prevalent Govt. Instructions.

3. Educational Qualification/Pay Scale for each post:-

SI No.	Post	Pay scale	Educational Qualification/Experience
(a)	Lower Division Clerk (LDC)	Level -2, as per Pay Matrix 7th CPC	12th Class pass from a recognized Board. 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 (Key Depressions Per Hour) on an average of 5 key depressions for each word)

Note: Nomenclature of the post is subject to change.

4. Mode of Selection:-

(a) All applications will be scrutinised in terms of age limits, minimum qualification, documents and certificates. Thereafter, eligible candidates will be issued call letters for written test.

(b) The eligible candidates will be required to appear for written test. The written test will be based on minimum education qualification.

(c) Syllabus for written exam : General Intelligence & Reasoning, Numerical Aptitude, General English, General Awareness, Trade/Post related questions.

(d) The question cum answer paper will be English and Hindi.

(e) The requisite number of candidates will be shortlisted (may be restricted to 10 times of number of vacancies) and called for skill/practical/practical test wherever applicable. Further 100% weightage will be given for written test. The Practical/Physical/Skill test will be of qualifying nature only and marks awarded therein will not be added in total marks while preparing merit list.

(f) Shortlisted candidates are to bring original certificates, copies of annexure attached with application.

5. Last date:- The last date for receipt of Application Form is 30 days from the date of publication of this advertisement in 'Employment News/ Rozgar Samachar'.

6. How to apply: Application as per format given under (typed in English/Hindi), duly supported with the following documents is to reach the concerned Air Force Station through ordinary post.

(a) All documents in support of Education Qualification, Age, Technical Qualification, Physically Handicapped, Experience Certificate & Caste Certificate (issued by the competent civil authorities in case of SC/ST/OBC/EWS/PwBD/ESM candidates) etc to be accompanied with the application should be self attested.

(b) Application form duly typed in English /Hindi with recent photograph (passport size) duly self attested. Any other supporting document (self attested), Self addressed envelope with stamp (s) Rs. 10/- pasted. Address should be typed in English / Hindi. Applicants to mention clearly on the envelope "APPLICATION FOR THE POST OF _____ AND CATEGORY _____ AGAINST ADVERTISE-
MENT NO. 06/2022/DR"

(c) Two passport size photograph (same as affixed on the application form).

7. General Instructions:-

(a) Applications received prior to the date of publication of this notification and after closing date will not be entertained and will be rejected. IAF will not be responsible for any kind of postal delay.

(b) Pre-scrutiny of the application in terms of age limit, minimum qualification, documents and certificates will be carried out by the respective unit before calling the suitable candidates for the written test / skill / practical / physical test. An application can be rejected by the Board without any intimation, if found incomplete/ not as per format.

(c) The centre for examination/ skill / practical / physical test will be intimated to the candidate in due course. The centre may be different from the place to which the application was sent. This is done purely for administrative convenience.

(d) NO TA/DA will be paid to attend the written test / skill / practical / physical test.

(e) Selected candidate will be subject to all India service liability.

(f) Merely fulfilling the basic selection criteria does not automatically entitle a person to be called for written test / skill / practical / physical test.

(g) Candidates are to bring original certificates viz. SC/ST/OBC/EWS/PwBD/ESM, educational qualification / technical qualification and experience certificates at the time of the skill / practical / physical test.

8. Covid-19 Instruction:-

(a) To avoid the risk of Covid-19, candidates are advised to follow all instruction/guidelines Issued by Central / State Govt. for prevention of Covid-19 from time to time.

(b) At the entrance any candidate showing complaints of influenza like illness (ILI), may not be allowed for the test considering the safety of other persons.

9. The Air Officer Commanding/Station Commander / Commanding Officer of the concerned AF Station has the right to reject any application without assigning any reason. Similarly, respective Command/Unit has the right to change the number of vacancies / reservation status at any AF Station at any time before selection.

PROFORMA FOR APPLICATION

APPLICATION FOR THE POST OF _____ in _____ Unit

- Post applied for : _____
- Name of Candidate : _____
(In Block letters)
- Father's Name : _____
- Date of Birth : ____/____/____
(attach copy of Birth Certificate self attested)
- Age as on the last date : Years ____ Months ____ Days ____
prescribed for receipt of application
- Address for correspondence
House No./Street/Village _____
Post Office _____ Distt _____
State _____ Pin Code _____
- Permanent Address
House No./Street/Village _____
Post Office _____ Distt _____
State _____ Pin Code _____
- Caste: Gen/OBC/SC/ST : _____
(attach self attested certificate in case of SC/ST/OBC)
- Educational Qualification : _____
(attach education certificate self attested)
- Any other qualification/Experience _____
- Category for which applied : Gen(UR)/OBC/SC/ST/EWS/Ex-Serviceman/
Meritorious Sport person /PwBD (attach self attested copy)
- Technical Training/Experience : _____
- Domicile : _____
(attach self attested copy)
- Whether registered with any Employment Exchange: Yes/No
(If yes, mention Registration No and Name of employment exchange)
- 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.

Date: _____ Signature of candidate

- FOR OFFICIAL RECORD ONLY
- Received on _____
 - Accepted/Rejected _____
 - Reason for rejection: Underage/Overage/incomplete documents/Any other reason to be specified _____
 - Index No: _____ Date of Test / skill / practical / physical test.

Acknowledgement Card

- Post of _____
- Name : _____
 - Father's Name : _____
 - Address for correspondence (To be filled same as per Column 6 of application form)
House No./Street/Village _____
Post Office _____ Distt _____
State _____ Pin Code _____
 - Index No: _____ Date and Time of Test / skill / practical / physical test _____
 - Venue of Written Test / skill / practical / physical test _____

Signature of Controlling Officer
EN 19/84

CBC 10802/11/0006/223