

AIR FORCE SCHOOL JODHPUR
(Detail Notification for Clerk Post)

1. Air Force School Jodhpur (a private school) invites applications for regular post as per following details: -

Ser No	Post	No. of Vacancy	Type of Vacancy	Age Limit (as on 01.07.2026)	Pay Scale	Selection Method
1	Clerk	01	Regular	25 to 50 Years	14500-450-19000-EB-550-24500 + DA as per applicable	Written Test, Typing Test & Interview

Note: - School management committee (SMC) reserves the right to cancel the selection process at any stage even after the advertisement, without any notice or assigning any reason.

2. Interested candidates can download “Application Form” from

www.airforceschooljodhpur.com



CAREER



Application Form

3. Candidates may send “Application Form” by **any one** of the following options: -

Option 1- Send “Application Form” by email with scanned copy of all the supporting documents (**in a single PDF File**) to **afsjobds@gmail.com**

Option 2- Send “Application Form” with self-attested copy of all the supporting documents by post/ by hand to address mentioned below.

Option 3- Submit the “Application Form” with self-attested copy of all the supporting documents set at -

Principal
Air Force School Jodhpur
Old Pali Road, Ratanada, Jodhpur, Pin 342011

4. Last date for submission of application is **05 Sep 2026**. Candidates must mention their working email ID and mobile number.
5. Please note that all the vacancy updates and notifications / information will be uploaded on school website and to the e-mail id of the candidate.
6. Kindly note that tentative schedule is subject to change due to administrative requirements so stay updated with school website & mails.

Vacancy Notification	19 Aug 2026
Last Date of Submission of applications	05 Sep 2026
Dispatch of mail for Written Test	Second week of Sep 26
Written Test	Fourth week of Sep 26
Written Test & Interview	Fourth week of Sep 26
Declaration of selection panel	First week of Oct 26
Date of appointment	First week of Oct 26

7. Eligibility criteria and other details are as follows:

CLERK (REGULAR)

Mandatory & Desirable Qualifications:

- 7.1 Graduate from a Govt recognised University.
- 7.2 Typing speed of at least **40 wpm** in English.
- 7.3 Should be in the age group of 25 to 50 years as on 01 July of the academic year in which the post is being filled.
- 7.4 Women candidates and physically challenged candidates will be given age relaxation upto a maximum of five years.
- 7.5 Ex-servicemen candidates who have put in not less than six months of continuous service in the Army, Navy or the Air Force shall be allowed to deduct the period of such service from their actual age and if the resultant age does not exceed the maximum age limit prescribed for the post by more than three years, they shall be deemed to have satisfied the condition regarding age limit. Such ex-servicemen candidates, if selected for the post, will also retire from the School as per rules of the Society.
- 7.6 Candidates with at least two years continuous service in any Air Force School but presently not working in an Air Force School, will be given age relaxation upto the extent of such service rendered in Air Force School, subject to a maximum of two years. Serving staff of the School who apply for the post will also be so eligible.
- 7.7 Should be able to read, write and communicate fluently in English and Hindi.
- 7.8 Basic knowledge of computer applications, especially MS Office.

8 Test/ Examination scheme-

- 8.1 The recruitment shall be through written examination test, typing test and followed by personal interview.
- 8.2 The written examination test shall be English medium.
- 8.3 Only those candidates, who are shortlisted after Written Test shall be called for next process. The date and venue for the same shall be notified later by e-mail or school website.
- 8.4. No TA/DA is admissible for appearing in Test & Interview,
- 8.5 Any Physical correspondence/E-communication/ queries from individual candidate regarding Written Exam, Interview and final result shall not be entertained by this office, shortlisted/successful candidates will be informed by and E mail or school website. General notification regarding written Examination, Interview and final result shall also be uploaded on official website of Air Force School Jodhpur and applicant are advised to regularly checked the E mail and Official web site of AF School Jodhpur i.e. www.airforceschooljodhpur.com

9 General instructions:

- 9.1 Read the information carefully and understand the requirements.

9.2 The application form available on the school website and as well as the envelope containing the same should be clearly inscribed with **"APPLICATION FOR THE POST OF"**

9.3 The application duly filled in prescribed Proforma in English should be accompanied by self-attested copies of documents and **must attach marksheets of all relevant academic years.**

9.4 The Applications are to be sent to the Principal, AIR FORCE SCHOOL JODHPUR. Submit your application on or before **05 Sep 2026.**

9.5 Candidates will be short-listed for further selection process like Test/Interview based on the information provided by them in their applications. If at any subsequent stage, the information provided/claim made by the applicant is found to be false, his/her candidature will be cancelled at any stage of the recruitment process and if appointed, services will be terminated without any notice or compensation.

9.6 The AF School Jodhpur reserves the right to enhance the criteria of short listing over and above the essential and desirable qualification and experience advertised, to optimize the number of candidate(s) to be called for interview. Therefore, candidate(s) should mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with documents and ensure that all details are complete and accurate.

9.7 The AF School Jodhpur reserves the right not to fill the above posts herein advertised in case suitable candidates are not found. Bringing in any influence will be treated as a disqualification for the post.

9.8 The qualification prescribed above should have been obtained from recognized university/Institutions. Candidates shall have to produce original documents at the time of interview.

9.9 Prescribed age should not exceed as on **01 Jul 2026** for the above post.

9.10 The selected candidate for the above post will be governed by 'Education Code 2020 for Administration of Air Force Schools' and local rules of Air Force School Jodhpur.

9.11 Applications received after the closing date or received incomplete in any respect are liable to be summarily rejected. Air Force School Jodhpur shall not be responsible for any delay on the part of postal department for delivery of application even if posted before the last date. No representation against such rejection will be entertained.

10 Disqualification-

The applications which are: -

10.1 Incomplete,

10.2 Not supported by duly self-attested copy of relevant documents in support of their educational qualification with marks, Date of Birth, Experience certificate etc.,

10.3 Not accompanied by recent passport size photograph and not accompanied by relevant certificate issued by competent authority wherever applicable.

10.4 Not received through proper channel wherever applicable,

10.5 Received after prescribed last date.

10.6 The Candidature of Candidate found to be resorting to any sort of malpractice/canvassing, will be rejected.

Executive Director
Air Force School Jodhpur
Date: 19 Aug 2026