

NOTICE

UNIT RUN CANTEEN, HQ WESTERN AIR COMMAND
SUBROTO PARK

Name of the Post: Manager Unit Run Canteen, HQ WAC

Essential Qualifications: As mentioned below

- (a) Bachelor's degree or equivalent from recognized University.
- (b) Age Limit: Should be in the bracket of 54 – 58 years as on 31 Jul 2024 i.e. Born between 31 Jul 1966 to 31 Jul 1970.
- (c) Applicant who are still in Govt service, retiring date should not be later than 30 Jun 2024.

Desired Qualifications:

- (a) Bachelor/Master's degree preferably in Business/Finance.
- (b) Should preferably be an Ex-service man.
- (c) Working knowledge of computer-windows and Microsoft Office applications especially MS words, MS Excel, Power Point.
- (d) More than 06 Months experience in the capacity Supervisor in a large Civil Organisation or as OIC/Manager/Supervisor in Non Public Funds of the Armed Forces.

Gross Emoluments will include:

- (a) Basic Pay : Rs. 30,090/- with 3% increment per annum
- (b) Allowance : URC Allowances @7% of basic pay.
- (c) Accommodation : 2-BHK subsidised accommodation within campus

Candidates to submit application on a plain paper bearing personal details along with Passport size photo and should enclose the following documents:-

- (a) Matriculation Certificate as proof of Date of birth
- (b) Bachelor's degree Certificate
- (c) Aadhar Card

- Only shortlisted candidates will be called for test/interview.
- All candidates need to produce the testimonials/experience certificates against the qualifications/experiences stated by them at the time of interview.
- Authorities reserve the right to withdraw the selection process at any stage without giving any reasons.
- For Query contact 011-25687194/7584
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Candidates should send the application (By Hand/Post) at following address:-

Officer In-Charge URC, HQ WAC
C/o C Accts Section
HQ WAC, IAF
Subroto Park, New Delhi-10

Last date of receipt of Application : 20 Jul 2024

