# **RECRUITMENT NOTICE**



# Teaching and Non-Teaching Positions at Air Force School Tezpur, Sonitpur, Assam – 784104

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# **General Guidelines for Applicants**

Air Force School invites applications from qualified and enthusiastic candidates for various teaching and non-teaching positions. Please read the following instructions carefully before applying:

## **Application Process**

- Application forms are available for **download from the school website** <a href="https://airforceschooltezpur.in/public/announcements.php#523">https://airforceschooltezpur.in/public/announcements.php#523</a>
- Candidates must **fill the form by hand** and ensure all information is accurate and complete.
- Submit the filled application **either in person** or **by post** to the school office.
- The last date for submission of applications is 25 April 2025. No applications will be accepted after this date.

**Selection Process:** The selection process will consist of the following stages:

#### 1. Written Examination

- The written exam will be of **70 marks**.
- It will include questions from the following areas:
  - o General English Grammar
  - Educational Psychology
  - o General Knowledge
  - Computer/Cyber Security
  - Subject-Specific/Professional Questions
- Passing marks: 42 out of 70.
- Only candidates scoring at least 42 marks will proceed to the next stage.

### 2. Computer Skill Test

- Candidates who qualify in the written exam will appear for a **Computer Skill Test**.
- This test will evaluate **practical knowledge in MS word, excel, PowerPoint, internet and e-mail**.

#### 3. Personal Interview and Demo Class

- Candidates who clear both the **written test** and the **computer skill test** will be called for:
  - o A Personal Interview
  - o A **Demonstration Class** (for teaching positions)
  - For the Demo Class, the Candidates should prepare a power point presentation and be in possession of required Teaching Aids, Lesson Plan, etc. for Demo Class

### **General Instructions for Candidates**

- Candidates must be formally dressed for the written examination, interview, and demo class.
- Bring all **original documents** and **photocopies** for verification during the interview.
- Any **false or misleading information** in the application may lead to **disqualification**.
- Ensure that **contact details provided are valid and active** to receive communication from the school.

The Air Force School Management Committee (SMC) reserves the right of cancelling the selection process at any stage even after the advertisement without any prior notice and without assigning any reason.