

AI AIRPORT SERVICES LIMITED

(Formerly known as AIR INDIA AIR TRANSPORT SERVICES LIMITED.)

AI Airport Services Limited (Formerly known as Air India Air Transport Services Limited) wishes to engage on immediate basis Indian Nationals who meet with the requirements stipulated herein, **for the following posts** for ground duties at **Port Blair Airport** on a Fixed Term Contract basis for the period of one year which may be renewed subject to their performance and the requirement of the Company, to fill-in the existing vacancies as shown below and to maintain a wait-list for vacancies arising in future.

1. The number of vacancies are indicative and reservation will be as per the Presidential Directives. The actual reservation of vacancies would depend upon the prevailing strength at the time of appointment.

Sr. No.	Positions	No. of Vacancies
01	Duty Officer	01
02	Jr. Executive-Technical	01
03	Ramp Service Agent	01

2. Applicants meeting with the eligibility criteria mentioned in this advertisement, as on 01st September 2020, are required to send their applications in the prescribed format, by post, duly filled in, at the address given below on or before 16th October, 2020: -

Manager-Personnel
HRD Department
AI Airport Services Limited
Ground Floor, GS Building,
Engineering Complex, New Technical Area,
Dum Dum, Kolkata – 700 052
(Opposite to Airport Speed Post Office)

Applications for each post, superscribing on the ENVELOPE the “POST APPLIED FOR _____” in capital letters, should reach on or before 16th October 2020.

Positions	Qualifications	Gross Salary (Per Month)	Age Eligibility Criteria
Duty Officer	Graduate from a recognised university under 10+2+3 pattern with 12 years' experience, out of which at least 04 years must be in a managerial or supervisory capacity in Pax, Ramp and cargo handling functions with an Airline or Airport Operator or BCAS approved Ground Handler appointed by any Airport Operator at any airport or in combination thereof. Well conversant with computer operations.	Rs. 32,200/-	50 Years (born between 02.09.1970 and 01.09.2002)
Jr. Executive-Technical	Bachelor of Engineering in Mechanical / Automobile / Production / Electrical / Electrical & Electronics / Electronics and Communication Engineering from a recognised university. Must be in possession of LMV. Heavy Motor Vehicle Valid Driving License to be produced maximum within 12 months from the date of joining. Preference will be given to those with aviation experience	Rs. 25,300/-	General: 28 Years (born between 02.09.1992 and 01.09.2002) OBC: 31 Years (born between 02.09.1989 and 01.09.2002) SC/ST: 33 Years (born between 02.09.1987 and 01.09.2002)
Ramp Service Agent	3-years Diploma in Mechanical / Electrical / Production / Electronics / Automobile Engineering recognised by the State Government or ITI with NCTVT (Total 3 years) in motor vehicle Auto Electrical / Air conditioning Diesel Mechanic / Bench fitter / Welder, (ITI with ICTVT - certificate issued from	Rs. 19,350/-	General: 28 Years (born between 02.09.1992 and 01.09.2002) OBC: 31 Years (born between 02.09.1989 and 01.09.2002) SC/ST: 33 Years (born between 02.09.1987 and 01.09.2002)

	<p>Directorate of Vocational education and training of any State / Central Government with one-year experience in case of welder) after passing SSC / Equivalent examination with Hindi / English / local language as one of the subject.</p> <p style="text-align: center;">AND</p> <p>Candidate must carry original valid Heavy Motor Vehicle Driving License at the time of appearing for the Trade Test.</p> <p>Preference will be given to the Candidates conversant with the local language.</p>		
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Relaxation in age for Ex-servicemen: As per Government guidelines.

**** (NOTE:** The candidates should carry their Passport, PAN Card and Aadhaar card (if available) and such candidates would be given due weightage in selection.)

3. SELECTION PROCEDURE:

The Applicants will be shortlisted by the company based on its requirements and only shortlisted candidates will be called for the Trade Test / Screening / Personal Interview for the above mentioned posts. However, the company at its discretion may introduce the selection stage of Group Discussion depending on the response.

4. HOW TO APPLY:

Applicants meeting with the eligibility criteria mentioned in this advertisement, as on **1st September 2020**, should forward their applications as per the attached application format by 16th October, 2020. Following documents are required, while appearing for interviews:

- (i) A recent (not more than 3 months old) coloured passport size photograph of the full face (front view) should be pasted neatly in the space provided in the application form.

- (ii) Self-attested copies of the supporting documents in respect of Item Nos. **3, 4, 8, 11, 12, 13, 14, &16**, of the Application Form must be submitted along with the application. **Original Certificates should not be submitted along with the application but should be brought for verification.** The Company is not responsible for returning any original copies of Certificates /Testimonials submitted with the application.
- (iii) Candidates belonging to OBC category must submit a duly attested photocopy of the Caste Certificate in the format as prescribed by Government of India, issued by the Competent Authority. The certificate, inter-alia, must specifically state that the candidate does not belong to socially advanced sections excluded from the benefits of reservation for OBC in civil posts and services under the Government of India. The Certificate should also contain the „**Creamy Layer’ Exclusion clause**. The OBC Certificate produced by the candidates should be as per the Central List of OBCs published by the **Govt. of India and not by the State Government.**
- (iv) Applicants working in Government / Semi-Government / Public Sector Undertakings or autonomous bodies must apply with “**No Objection Certificate**” from their current employer.
- (v) Candidates belonging to General & OBC categories should submit a Non-Refundable **Application Fee of Rs.500/-** (Rupees Five Hundred Only) by means of a **Demand Draft** in favour of “**AIR INDIA AIR TRANSPORT SERVICES LTD.**”, payable at **Mumbai** along with their Application. No fees are to be paid by Ex-servicemen / candidates belonging to SC/ST communities. **Please write your Full Name, & Mobile. No. at the reverse side of the Demand Draft.**
- (vi) Separate Demand Draft towards Application Fee (as applicable) is required with each application.

4. **GENERAL CONDITIONS:**

The short listed candidates will be considered for engagement on a fixed term contract basis, subject to vacancies.

- (i) The Contract Period is extendable depending on the individual performance of the candidate. The contract can be terminated earlier at the discretion of the Management during the tenure of contract and/or in the event of unsatisfactory performance. The job is transferable to any station in India.
- (ii) Consideration of SC/ST/OBC/Ex-Servicemen candidates will be as per the Government Directives on reservation of posts.

- (iii) SC/ST candidates called for the Trade Test / Screening / Personal Interview dates, residing beyond 80 km. from the venue, and not employed in any Government / Semi-Government / Public Sector Undertaking or Autonomous Bodies, will be re-imbursed second class to & from rail / bus fare by the shortest route as per rules, subject to submission of a request in the prescribed format and on production of evidence to that effect.
- (iv) Applications which are unsigned / incomplete / mutilated, will not be considered.
- (v) The applicants must ensure that they fulfil all the eligibility criteria, as on **01st September, 2020** and that the particulars furnished by them in the application are correct in all respects. At any stage of the Selection Process, if the particulars provided by the applicants in the application or testimonials attached/provided are found incorrect / false or not meeting with the eligibility criteria prescribed for the post, the candidature is liable to be rejected and, if appointed, services will be terminated, without giving any notice or reasons therefore.
- (vi) Any canvassing by or on behalf of the candidate or bringing political or other outside influence, with regard to their engagement / selection shall be considered as **DISQUALIFICATION**.
- (vii) Last date for receipt of application is : **16.10.2020**.
- viii) Prescribed format of Application is given below: