



AI AIRPORT SERVICES LIMITED

(Formerly known as AIR INDIA AIR TRANSPORT SERVICES LIMITED)

Regd. Office: 2nd Floor, GSD Building, Air India Complex, Terminal-2, IGI Airport, New Delhi-110037

CIN: U63090DL2003PLC120790

WALK-IN RECRUITMENT EXERCISE

AI AIRPORT SERVICES LIMITED (formerly known as Air India Air Transport Services Limited) (AIATSL) wishes to fill in existing vacancies and maintain a wait-list for vacancies arising in future. Indian Nationals (Male & Female) who meets with the requirements stipulated as mentioned herein, may apply for various posts for ground duties at Kolkata International Airport in Eastern Region on Fixed Term Contract basis which may be renewed subject to their performance and the requirements of the AI Airport Services Limited. Number of vacancies given below is indicative and may vary as per the operational requirement.

The 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	Position	No. of Vacancies
1	Terminal Manager	1
2	Dy. Terminal Manager-PAX	1
3	Duty Manager-Terminal	6
4	Jr. Executive-Technical	5
5	Ramp Service Agent	12
6	Utility Agent cum Ramp Driver	96
7	Customer Agent	206
8	Handyman/ Handywomen	277

1. ELIGIBILITY CRITERIA AS ON 01.04.2022:

Sr.No.	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit*
01	Terminal Manager	Graduate from a recognized university Under 10+2+3 pattern or 10+2+2 pattern with 20 years' experience, out of which at least 08 years must be in a managerial or supervisory capacity in Pax, Ramp and cargo handling and related 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	75000	55 years

Sr.No.	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit*
02	Dy. Terminal Manager-PAX	Graduate from a recognized university Under 10+2+3 pattern or 10+2+2 pattern with 18 years' experience, out of which at least 06 years must be in a managerial or supervisory capacity in Pax, Ramp and cargo handling and related 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	60000	55 years

Sr.No.	Position	Qualifications & Experience	Salary inINR Per Month	Upper Age Limit*
03	Duty Manager-Terminal	<p>Graduate from a recognized university Under 10+2+3 pattern or 10+2+2 pattern with 16 years' experience, out of which at least 04 years must be in a managerial or supervisory capacity in Passenger and/or cargo and related 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.</p> <p>Well conversant with computer operations.</p>	45000	55 years

Sr. No	Position	Qualifications & Experience	Salary inINR Per Month	Upper Age Limit*
04	Jr.Executive-Technical	<p>Full time Bachelor of Engineering in Mechanical / Automobile / Production / Electrical / Electrical & Electronics / Electronics and Communication Engineering from a recognized university.</p> <p>Must be in possession of LMV.</p> <p>Heavy Motor Vehicle (HMV) Valid Driving License to be produced maximum within 12 months or produce the HMV License within the minimum time frame as per the prevailing rules of the state government, from the date of joining. The incumbent has to apply for Heavy Motor Vehicle License immediately upon acceptance of offer. No increment will be extended before possession of HMV license.</p> <p>Preference will be given to those with aviation experience or GS Equipment/ Vehicle/Heavy earth movers equipment Maintenance with reputed GS Equipment manufacturer/Authorized Service Agency.</p>	25300	<p>GEN: 28 Years</p> <p>OBC: 31 Years</p> <p>SC/ST: 33 Years</p>

Sr.No.	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit*
05	Ramp Service Agent	<p>3-years Diploma in Mechanical / Electrical / Production / Electronics / Automobile Engineering recognized by the State Government</p> <p style="text-align: center;">or</p> <p>ITI with NCTVT (Total 3 years) in motor vehicle Auto Electrical / Air conditioning / Diesel Mechanic / Bench fitter / Welder, (ITI with NCTVT - certificate issued from 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 subjects.</p> <p style="text-align: center;"><u>AND</u></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>	21300	<p>GEN: 28 Years</p> <p>OBC: 31 Years</p> <p>SC/ST: 33 Years</p>

Sr.No.	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit*
06	Utility Agent cum Ramp Driver	SSC /10th Standard Pass. Must Carry Original Valid HMV Driving License at the time of appearing for trade test.	19350	GEN: 28 Years OBC: 31 Years SC/ST: 33 Years

Sr.No.	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit*
07	Customer Agent	Graduate from a recognized university Under 10+2+3 pattern with Diploma in IATA – UFTAA or IATA – FIATA or IATA – DGR or IATA – CARGO Or Graduate from a recognized university Under 10+2+3 pattern with 01 years' experience in any of the area or combination thereof, of fares, reservation, ticketing computerized passenger check in/ cargo handling and related functions.	21300	GEN: 28 Years OBC: 31 Years SC/ST: 33 Years

Sr.No.	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit*
08	Handyman/ Handywomen	SSC /10th Standard Pass. Must be able to read and understand English Language. Knowledge of Local and Hindi Languages, i.e. Ability to understand and speak is desirable.	17520	GEN: 28 Years OBC: 31 Years SC/ST: 33 Years

2. SELECTION PROCEDURE:

Category:

Terminal Manager

Dy. Terminal Manager-PAX

Duty Manager-Terminal

Jr. Executive Technical

(a) Screening/Personal Interview

The selection procedure would be conducted on the same day or on the subsequent day(s). The outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

(b) As applications are being invited only from the candidates having Requisite Aviation Experience, only a Personnel Interview/Screening process will be carried out. However, the company at its discretion may introduce the selection stage of Group Discussion depending on the response.

3. SELECTION PROCEDURE:

Category:

Customer Agent

(a) **Personal Interview**

(b) The company at its discretion may introduce Group Discussion, depending upon the response

The selection procedure would be conducted on the same day of the Walk-In or on the subsequent day(s). The outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

4. SELECTION PROCEDURE:

Category:

Ramp Service Agent

Utility Agent cum Ramp driver

(a) Trade Test comprise of Trade Knowledge and Driving test including Driving Test of HMV. Those passing the Trade Test alone will be sent for screening.

(b) Screening

The selection procedure would be conducted on the same day of the Walk-In or on the subsequent day(s). The outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

5. SELECTION PROCEDURE:

Category:

Handyman

(a) Screening

(b) Physical Endurance

The selection procedure will be on the same day of the Walk-In or on the subsequent day(s). The outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

6. HOW TO APPLY:

Applicants meeting with the eligibility criteria mentioned in this advertisement, **as on 1st April, 2022**, are required to **forward their applications**, as per attached application format along with copies of the testimonials/certificates by Speed Post or through Drop-Box in person latest by **22nd April, 2022**. **The envelope should be superscribed mentioning the post applied post in capital letters "POST APPLIED FOR _____, AIASL"**. No Demand Draft to be attached at this stage.

Address for Speed Post/Drop-Box:-

To,

HRD Department, Air India Premises,

AI Airport Services Limited

New Technical Area, GS Building,

Ground Floor, Kolkata: 700 052

(Landmark: NSCBI Airport / Opposite Airport Post Office)

PH: (033) 2569-5096.

Eligible candidate will be notified Date, Time and Venue and candidates are required to reach the said venue on the date and time along with the Application Form duly filled-in & copies of the testimonials/certificates (as per attached application format with this advertisement) and non-refundable **Application Fee of Rs.500/-** (Rupees Five Hundred Only) by means of a **Demand Draft** in favour of "**AI AIRPORT SERVICES LIMITED.**", payable at **Mumbai**. 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.

(i) A recent (not more than 3 months old) colored 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&17** 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 copy/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 appear with the completed Application Form routed through proper channel or along with "No Objection Certificate" from their current employer.

(v) The advertisement for this recruitment is being published on our company website, hence please visit our company website www.iasl.in

7. GENERAL CONDITIONS:

(i) The short-listed suitable candidates will be considered for engagement on a Fixed Term Contract basis subject to their turn in merit order, availability of vacancies in consideration with reservation for SC/ST/OBC. The prospective candidate should be fit to carry out the duties of the post.

(ii) Period of Contract: Fixed Term Contract basis, if offered. Presently the contract is for One year and same is renewable subject to assessment on the performance. This Contract could also 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.

(iii) Consideration of SC/ST/OBC/Ex-Servicemen/Economically Weaker Section candidates will be as per the Government Directives on reservation of posts.

(iv) SC/ST candidates who are eligible for the post & residing beyond 80kms. from the venue and not employed in any Government / Semi-Government / Public Sector Undertaking or Autonomous Bodies, will be reimbursed second class to & fro 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.

(v) Applications which are unsigned / incomplete / mutilated / received by post / Courier services, will not be considered.

(vi) The applicants must ensure that they fulfill all the eligibility criteria, as on **01st April, 2022**, 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.

(vii) 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**.

(viii) Prescribed format of Application is given below:
