

भारतीय विमानपत्तन प्राधिकरण
[मिनी रत्न - श्रेणी 1 - सार्वजनिक क्षेत्र का उपक्रम]
राजीव गांधी भवन, सफदरजंग हवाई अड्डा, नई दिल्ली-110003
AIRPORTS AUTHORITY OF INDIA
[SCHEDULE-'A' MINI RATNA CATEGORY-1 PUBLIC SECTOR ENTERPRISE]
RAJIV GANDHI BHAWAN, SAFDARJUNG AIRPORT, NEW DELHI- 110 003.

ENGAGEMENT OF CONSULTANT IN AIRPORTS AUTHORITY OF INDIA FOR A PERIOD OF ONE YEAR ON CONTRACT BASIS.

ADVERTISEMENT NO. 04/2022.

COMPANY PROFILE:

Airports Authority of India was formed on 1st April, 1995 by an Act of Parliament on merger of International Airports Authority of India and National Airports Authority with the objective to have an integrated development, expansion and modernization of 130 airports in India of international standards. The main function of AAI includes construction, modification and management of passenger terminals, development and management of Cargo terminals, maintenance of Apron infrastructure including runways, taxiways and air navigational services including Air Traffic Management and Communication, Navigational & Surveillance.

The following no. of Consultant to be engaged in Airports Authority of India at Aviation Security Training Institute (ASTI), Indian Aviation Academy (IAA), Vasant Kunj, New Delhi on contract basis for a period of one (01) year in Security Department of AAI: -

Sl. No.	Station	Level of Consultants	No. of Consultants	Department
1.	ASTI, IAA, Delhi	Jr. Consultant (Aviation Security)	01	Security Department, Airports Authority of India

IMPORTANT DATES:

EVENT	DATE
Opening date for submission of Applications through e-mail (chqrectt@aai.aero)	25.07.2022
Last date for submission of Applications	05.08.2022
Maximum Age as on 05.08.2022	65 years

ELIGIBILITY CRITERIA:

- i) Retired PSU employee from E-5/E-4/E-3 level and equivalent from Central Govt./State Govt./Defence/Paramilitary Forces/Reputed Organizations having minimum 05 years of experience in relevant field.
- ii) Before engaging as Consultant, one-month cooling period is required after superannuation.
- iii) The eligible candidate should be clear from Vigilance/Disciplinary angle at the time of retirement.
- iv) There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidate.

MONTHLY HONORARIUM:

The consolidated fixed monthly honorarium of Rs.50,000/- (Rupees fifty thousand only) all-inclusive shall be paid to the Consultant.

PERIOD OF ENGAGEMENT:

- i) The engagement of Jr. Consultant will be for a period of one (01) year.
- ii) Both AAI and the Consultant can resign/terminate the services during the period of engagement by giving one month notice period or one-month remuneration in lieu of notice period.

METHODS OF RECRUITMENT:

The application for engagement of Jr. Consultant (Aviation Security) in AAI on contract basis may be forwarded in prescribed attached format through e-mail at e-mail ID: **chqrectt@aai.aero** and the same will be scrutinized by HR Dte. and the shortlisted candidates will be called for Interview.

TAX DEDUCTION AT SOURCE (TDS):

The income tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the department will issue TDS Certificate. Service TAX/GST as applicable shall be payable extra at the prevalent rates.

ALLOWANCES:

Consultant shall not be entitled for any allowance such as Dearness Allowance (DA), Residential Telephone, Transport Facility, Personal Staff, Residential Accommodation, Medical Reimbursement etc.

TA/DA:

- i) No TA/DA shall be admissible for joining the assignment or on its completion or during the period of engagement process like at the time of interview.
- ii) However, Consultant will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
- iii) Retired Government Servants and Retired officials from PSUs appointed as Jr. Consultant would be entitled as per his/her last entitlement drawn at the time of retirement.

LEAVE:

- i) Consultants shall be eligible for 12 days leave in a calendar year on pro-rata basis. The un-availed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
- ii) Therefore, Consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on pro-rata basis).

TERMINATION OF AGREEMENT:

The services of the Consultants are liable to be terminated at any time by giving one-month notice or remuneration/fees in lieu of notice period in case-

- a) Consultant commits a breach of code of conduct or the terms & conditions of the engagement accepted by him/her.
- b) Commits anything which is detrimental to the interest of AAI.
- c) The Consultant remains absent for more than 12 days beyond the entitled leave in a calendar year.

The decision of AAI Management will be final in this regard.

Expertise/Skills & Knowledge in relevant field:

Qualified AVSEC Instructor who have valid BCAS Certification

Specific Work/Project

Instructor at ASTI, IAA, New Delhi

Charter of Duties for Jr. Consultant (Aviation Security):

- (a) Aviation security instructors shall conduct AVSEC trainings as mandated by NCASTP.
- (b) Instructor shall be responsible to conduct the training sessions as per the modules prescribed by BCAS.
- (c) Instructor shall identify, select and prepare appropriate training aids before commencement of the courses.
- (d) Instructor shall develop or modify training objectives and test as appropriate to meet NCASTP.
- (e) Instructor shall maintain proper records of the trainees undergoing AVSEC courses.
- (f) Instructor shall conduct himself in an appropriate manner while conducting training sessions.
- (g) Instructor shall maintain proper records of the various courses conducted at ASTI or Airports.
- (h) Instructor shall follow up with officials who are due for refresher courses.
- (i) Instructor shall coordinate with Head, ASTI in preparing the Annual training schedule of the institute.
- (j) Instructor shall prepare and maintain folder of instructions, circulars, SOP issued by Regulatory Authority.
- (k) Instructor shall maintain proper feedback records of courses conducted at ASTI.
- (l) Instructor shall maintain proper records of answer sheets of each course and its results.
- (m) Instructor shall assist Head-ASTI in maintenance of Equipment's and Training Aids.

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- (n) Instructor shall prepare list of eligible candidates and finalize list of trainees.
- (o) Instructor shall coordinate for making arrangements for accommodation of trainees.
- (p) Instructor shall ensure timely coordination for NIELIT Hall Tickets for examination of trainees.
- (q) Instructors shall assist Head-ASTI in ensuring timely Honorarium payments to faculty.
- (r) Shall perform any other job allotted by superior officials.

Applications are to be addressed to ED (HR), Recruitment Cell, Airports Authority of India, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi – 110 003 and e-mailed to **chqrectt@aai.aero**

APPLICATION FOR ENGAGEMENT OF JR. CONSULTANT (AVIATION SECURITY) IN AIRPORTS AUTHORITY OF INDIA AT ASTI, IAA, NEW DELHI ON CONTRACT BASIS FOR A PERIOD OF ONE YEAR.

Name of Candidate					
Date of Birth					
Age as on 05.08.2022					
Father's Name					
Nationality					
Gender					
Permanent Address					
Temporary Address, if any					
Mobile No.					
e-mail ID					
Academic Qualification					
Professional Qualification					
Name of Department from Where Retired					
Date of Retirement					
Post & Grade with pay scale at the time of Retirement					
Details of Pending Court/ Vigilance cases, if any					
Work Experience		Please enclose separate sheet, if required.			
Organization/ Department	Designation	Period		Total Experience	Nature of Work
		From	To		

Date:

(Signature of Candidate)

The above information given by me is true & correct to the best of my knowledge. In case any information is found false or incorrect, my candidature for engagement of Junior Consultant (Aviation Security) in AAI on contract basis may be treated as cancelled.

(Signature of Candidate)