

**Sub: Inviting of Applications for the Position of Airport Terminal Officers and Assistant Airport Terminal Officers in Airports Authority of India (for various airports of AAI) – on job contract basis.**

Applications are invited from Short Service Commissioned / Retired Commissioned Officers and Retired Junior Commissioned Officers of Air Force, Navy and Army for selection to the post of Airport Terminal Officers and Assistant Airport Terminal Officers on job contract basis for various Airports of AAI.

2. Airports Authority of India (AAI) manages all Civil Airports including civil enclaves across the country and provides CNS/ATM services. The main functions of AAI inter-alia include construction, modification and management of passenger terminals, development and management of cargo terminals, development and maintenance of apron infrastructure including runways, parallel taxiways, apron etc. In addition to air traffic services, it also caters the provision of passenger facilities and related amenities at its terminals thereby ensuring safe and secure operations of aircrafts, passengers and cargo in the country.

3. Due to modernization and expansion of our various Airports, AAI is in need of professionals to manage the Terminal Buildings. As such, it is proposed to induct officers from Defence Services, Air Force, Army, and Navy, preferably short service commissioned and retired officers / retired Junior Commissioned Officers.

4. The terms & conditions and eligibility criteria for the post is mentioned as under:-

S.No.	Category	Terms & Conditions
1	Position	<ul style="list-style-type: none"><li>Airport Terminal Officers (ATO) – on job contract basis – 57 Nos.</li><li>Assistant Airport Terminal Officer (AATO) – on job contract basis - 40 Nos.</li></ul>
2	Status	<p>The positions are purely on contract basis and not on lien or deputation from other Govt. organizations.</p> <p>Period of contract is for 03 years or earlier, which may further be extendable for a maximum period of 2 years, depending upon the performance of the incumbent and also keeping in view the need of AAI.</p>
3	Eligibility	<ul style="list-style-type: none"><li>Minimum 07 to 12 years' experience as Commissioned Officer for Airport Terminal Officer.</li><li>Minimum 07 to 12 years' experience as Junior Commissioned Officer for Assistant Airport Terminal Officer.</li></ul>

		Preference shall be given to the officers who have experience in the Aviation field.
4	Pay & other allowances	The last pay drawn i.e. Basic pay + grade pay + DA + HRA* {as per their last pay certificate (LPC)} minus pension drawn from the Govt. as on <b>31.01.2016</b> .  *If HRA was not drawn for any reason, the entitled amount of HRA as per the then Central Govt. rules shall be paid.
5	Age	<ul style="list-style-type: none"> <li>• Between 32 to 48 years as on <b>31.01.2016</b> for Airport Terminal Officer.</li> <li>• Between 40 to 54 years as on <b>31.01.2016</b> for Assistant Airport Terminal Officer.</li> </ul>
6	Selection Process	Eligible candidates shall be required to appear for an interview for which the date will be intimated on the registered e-mail of the candidate.
7	Other conditions	<p>i. During the fixed term of contract or during the extended term of contract, the candidates have no claim for permanent absorption in AAI.</p> <p>ii. AAI reserves the right to modify / alter / restrict / enlarge / cancel the recruitment process in part or full, if need so arises, without issuing any further notice or assigning any further notice / reasons thereafter. The decision of the Management will be final and no appeal will be entertained against this issue.</p>
8	Place of Posting	The officers shall be posted at any airport across India.
9	Fitness	The incumbent should be medically fit to perform duties.

5. Eligible and interested candidates may fill their particulars in the prescribed format as per Annexure 'C' / 'D' and forward the same by e-mail only to [rectt.ipa@aai.aero](mailto:rectt.ipa@aai.aero) latest by 1730 hrs. on 31.01.2016. No application will be entertained thereafter.

6. Airports Authority of India reserves the right to shortlist / reject candidature, without assigning any reason.

**CHARTER OF DUTIES**

- Management of Airport personnel engaged for operational duties and coordination for maintenance work of Terminal Building including city side.
- To ensure general cleanliness and upkeep of the facilities provided for passengers and visitors in the Terminal Building.
- To evolve a system for smooth movement of passengers, VVIPs and VIPs and liaison with agencies such as airlines and other stakeholders and to ensure prompt information to be provided to passengers and public and coordination with local authorities for maintaining law and order situation and for smooth traffic movement of VVIPs and VIPs for uninterrupted services to public and passengers.
- Coordination with CISF, Airport Security Unit for entry and exit of the passengers, employees and other personnel and ensure that activities of illegal touts are not happening in and around the Terminal Building.
- Any other responsibilities assigned from time to time.

**REGION-WISE TENTATIVE LIST OF AIRPORTS / STATIONS**

<b>RHQ-NR</b>	
<b>S.No.</b>	<b>Name of Airport / Station</b>
1	Agra
2	Amritsar
3	Chandigarh
4	Dehradun
5	Jaipur
6	Jammu
7	Lucknow
8	Srinagar
9	Udaipur
10	Varanasi
11	Khajuraho
12	Leh
13	Jodhpur
14	Allahabad
15	Gaggal
16	Kullu
<b>RHQ-SR</b>	
1	Calicut
2	Chennai
3	Mangalore
4	Madurai
5	Trichy
6	Tirupati
7	Trivandrum
8	Vizag
9	Vijayawada
10	Tuticorin
11	Rajamundri
12	Agati
13	Cuddapa
14	Hubali

<b>RHQ-WR</b>	
1	Ahmedabad
2	Aurangabad
3	Bhopal
4	Indore
5	Pune
6	Bhuj
7	Surat
8	Vadodara
9	Bhavnagar
10	Jabalpur
11	Jamnagar
12	Rajkot
<b>RHQ-ER</b>	
1	Kolkata
2	Patna
3	Port Blair
4	Ranchi
5	Raipur
6	Gaya
7	Bhubneswar
8	Bagdogra
<b>RHQ-NER</b>	
1	Guwahati
2	Agartala
3	Bagdogra
4	Dimapur
5	Dibrugarh
6	Silchar
7	Jorhat
8	Tejpur

**\* Vacancies & Stations may vary**

**APPLICATION FORMAT**  
(Fill up in Capital Letters only)

**Advt. No. 5A/2015**

Affix Recent  
Passport size  
coloured  
Photograph  
(Self Attested)

1.	Post Applied for	:	<b>AIRPORT TERMINAL OFFICER ON JOB CONTRACT BASIS</b>
2.	Name of the applicant	:	
3.	Father's Name	:	
4.	Date of Birth	:	
5.	Category (Gen/OBC/SC/ST)	:	
6.	Gender	:	
7.	Contact Address Present : Permanent:	:	
8.	E-mail ID All the correspondence will be made only on this e-mail ID	:	
9.	Mobile No.	:	
10.	Force Served	:	Air Force / Navy / Army
11.	Post held at the time of leaving	:	
12.	Duration of service	:	<b>Years _____ Months_____</b>
13.	Date of relieving / retirement	:	
14.	Last Basic Pay & Grade Pay	:	
15.	Scale of Pay	:	
16.	Pension as on 31.01.2016	:	

**17. Experience Details**

Station/Unit Served	Designation/Position Held	Nature of Work	Pay Scale with Grade Pay	Duration

Contd...2/-

**18. Educational Qualification**

<b>Name of Exam</b>	<b>Name of University/Institution/Board of Passing</b>	<b>Subjects /Stream</b>	<b>Month &amp; Year of Passing</b>	<b>% of Marks Secured</b>
<b>10<sup>th</sup>/Equivalent</b>				
<b>12<sup>th</sup>/Equivalent</b>				
<b>Graduation/Equivalent</b>				
<b>Post-Graduation/Equivalent</b>				
<b>Others</b>				

I hereby declare that the information furnished in the application are true, complete and correct to the best of knowledge and belief. I understand that false statement and/or suppression of any material fact in this application will be considered sufficient cause for withdrawal of my candidature/appointment/order/dismissal at any stage or after appointment, without notice.

Date: \_\_\_\_\_

Candidate's Signature

**APPLICATION FORMAT**  
(Fill up in Capital Letters only)

**Advt. No. 5A/2015**

Affix Recent  
Passport size  
coloured  
Photograph  
(Self Attested)

1.	Post Applied for	:	<b>ASSISTANT AIRPORT TERMINAL OFFICER ON JOB CONTRACT BASIS</b>
2.	Name of the applicant	:	
3.	Father's Name	:	
4.	Date of Birth	:	
5.	Category (Gen/OBC/SC/ST)	:	
6.	Gender	:	
7.	Contact Address Present : Permanent:	:	
8.	E-mail ID All the correspondence will be made only on this e-mail ID	:	
9.	Mobile No.	:	
10.	Force Served	:	Air Force / Navy / Army
11.	Post held at the time of leaving	:	
12.	Duration of service	:	Years _____ Months _____
13.	Date of relieving / retirement	:	
14.	Last Basic Pay & Grade Pay	:	
15.	Scale of Pay	:	
16.	Pension as on 31.01.2016	:	

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<b>Graduation/Equivalent</b>				
<b>Post-Graduation/Equivalent</b>				
<b>Others</b>				

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Date: \_\_\_\_\_

Candidate's Signature