



Airports Authority of India
Regional Headquarters - Eastern Region

Engagement of RETIRED AAI OFFICIALS as Consultant/Jr Consultant (CNS) for Dumka & Bokaro Airports Under Eastern Region.

Airports Authority of India, Regional Headquarters (Eastern Region) desires to engage AAI-CNS (Retired) preferably having experience in handling systems as detailed in Qualifications Column, to be engaged as Consultant / Jr. Consultant (CNS) at Dumka & Bokaro Airports under Eastern Region, purely on contract basis for a period of one year, extendable by another one year as below:

1. Eligibility and Qualification

Sl. No	Designation	Monthly Remuneration (All Inclusive)	Eligibility
01	Consultant	INR 75000/-	Retired AAI officials having minimum 10 years of experience in relevant field (Retired as DGM or above)
02	Junior Consultant	INR 50000/-	Retired AAI Officials having minimum 05 years of experience in relevant field. (Retired below the rank of DGM)

Desirable qualification, scope of work, eligibility, tenure of Engagement and other details of activities to be performed by the Consultant are given below:

<u>Post</u>	<u>Tentative No. of Posts</u>	<u>Desirable qualification</u>	<u>Location</u>
Consultant	01	Applicant should have relevant years of experience as specified above in the fields of maintenance & operation of VHF equipment (Tx/Rx), Manpack System, DVR System, EPABX, X-Bis (RB & HB) DFMD, CCTV, FIDS, NDB, DVOR, ADS-B, LAN, WAN, MPLS.	Dumka
Jr. Consultant	01		
Consultant	01	Applicant should have relevant years of experience as specified above, in the fields of maintenance & operations of VHF equipment (Tx/Rx), Manpack System, DVR System, EPABX, X-Bis (RB & HB) DFMD, CCTV, FIDS, NDB, DVOR, ADS-B, LAN, WAN, MPLS.	Bokaro
Jr. Consultant	01		

ELIGIBILITY

- 2.1 **The retired officials** should be medically fit and of age not more than 70 years.
- 2.2 One month of cooling period is required after superannuation.
- 2.3 The eligible candidate should be clear from vigilance / disciplinary angle at the time of retirement. In this regard, the candidate has to submit supporting document.
- 2.4 There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidate.
- 2.6 The applicant should be willing to join immediately/ or on short notice.

PERIOD OF ENGAGEMENT

- 3.1 The duration of engagement of Consultant, shall be for **(01) YEAR** and extendable by another year.
- 3.2 The appointment of consultants would be on full-time basis and she/ he will not be permitted to take up any other assignment during the period of consultancy.
- 3.4 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.

STATEMENT OF OBJECTIVES / JOBS TO BE CARRIED OUT

- 4.1 Providing support & services for Maintenance, up-keep and operation for all CNS/AS facilities at Airport as daily routine basis.

- 4.2 Maintain the prevention maintenance schedule (daily, weekly, monthly) as per SCARS.
- 4.3 For any operational / Administrative requirement make coordination with AAI higher officials at Ranchi (APD/CNS in charge) and RHQ ER Kolkata.
- 4.4 Any fault/Breakdown/incident occurs to be intimated to be intimated to RHQ/ER timely.
- 4.5 To make contact with Vendors/OEM of CNS/AS equipment for good health of all Installed Equipment's.
- 4.6 Inventory management and all types of record to be maintained.

ATTENDANCE & LEAVE

- 5.1 Consultants will be required to mark their biometric/manual attendance daily at the place of reporting in line with AAI' employee's attendance system at the place of engagement
- 5.2 Consultants shall be eligible for 15 days leave in a calendar year on pro-rata basis.
- 5.3 Therefore, a consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on pro-rata basis).
- 5.4 Unavailed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
- 5.5 In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the consultancy fee
- 5.6 AAI will be at the liberty to terminate the services in case of non- performance/ unsatisfactory services besides remaining absent for more than 15 days unauthorizedly.

SELECTION CRITERION

- 6.1 The appointment of retired AAI Officials as Consultant would be made through advertisement on AAI website, followed by Interview through a selection process of interview (personal interview / interview through VC) by Regional Headquarters, Kolkata.
- 6.2 The appointment of Consultant will be on full time basis and she/ he would not be permitted to take up any other assignment(s) during the period of consultancy.
- 6.3 AAI RHQ ER reserves the right, to decide to cancel this advertisement, and not to proceed in the matter, at any stage, accept or reject any or all offers, without giving any explanation, whatsoever.

Interested candidates may send their application through e-mail at recttceller@aai.aero in the specified format (**Annexure-I**) on or before **31.03.2021**.

Annexure-I

How to apply?

The persons who fulfill the eligibility conditions after going through details of scope of work and terms and conditions and other details may apply in prescribed format as given below.

Format for application

Recent self-
attested
photograph

(i) Name : _____

(ii) Date of Birth : _____

(iii) Date of Retirement : _____

(iv) Designated Post on:
retirement _____

(v) Address for Correspondence.: _____

(vi) Contact No.: Landline: _____

Mobile: _____

(vii) Email ID : _____

(viii) Academic Qualification (In reverse order, starting from the latest):

Sl. No.	Degree	Year		Stream/Subjects	University	Class / Division/ distinction (if any)
		From	To			

(ix) Relevant Experience:

- (a) Year-wise tasks / highlights of similar nature carried out during last 10 years with all details including employer, position held & pay-scale.

S.No.	Organization (AAI)	Post Held with Basic Pay	Year		Responsibility Handled	Remarks
			From	To		

- (b) Vigilance / Disciplinary Clearance Certificate from previous employer and Last Pay certificate to be enclosed along with the application form.

Place: _____

Signature: _____

Date: _____

Name: _____

Disclaimer:

The above information furnished by the applicant are true and correct. Any discrepancy reported at later date may lead to cessation of work agreement/ contract.