



Airports Authority of India

Regional Headquarters, Eastern Region, NSCB airport, Kolkata - 700052.

Engagement of Consultants in Airports Authority of India, ATM Directorate at IATS Building, Kolkata.

Advertisement No. 01/2025

Airports Authority of India invites to engage Retired ATCOs as Consultant (ATM) at (IATS)Kolkata, on contract basis for a period of one year.

1. Details of Consultants Required:

Sl.No.	Station	Level of consultant	No. of consultants	Department /Location
1	RHQ, ER	Consultant	02 (Two)	ATM Directorate / IATS Building.
2		Junior Consultant	04 (Four)	
		Total	06 (Six)	

2. Eligibility Criteria & Remuneration:

Level of Consultant	Eligibility Criteria	Monthly Remuneration (All Inclusive)
Consultant	Retired AAI ATCOs from E-7/E-6 level and having minimum of 10 years of experience in the relevant field.	Rs.75,000/- (Rupees seventy-five thousand only)
Junior Consultant	Retired AAI ATCOs from E-5/E-4 level and having minimum of 05 years of experience in the relevant field.	Rs.50,000/- (Rupees fifty thousand only)

- One-month cooling period is required after superannuation.
- The eligible candidate should be clear from Vigilance/Disciplinary angle at the time of retirement and this will be self-certified by the respective candidate. (Annexure).
- There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidate.
- The retired officials shall be medically fit and can serve as consultant upto the age of 70 years.
- The eligible candidate should pass in interview and should be selected based upon merit ranking.
- Candidates, who have completed 05 years cumulative period as Consultant in AAI, shall not be considered for re-engagement of Consultant as per existing policy.

3. Period of Engagement:

- The term of engagement of consultants will be for a period of one (01) year and extendable upto three (3) years, on yearly basis.
- 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.
- Both AAI and the consultant can terminate / resign the services during the period of engagement by giving one-month notice period or one-month remuneration in lieu of notice period.

4. Scope of Work /Statement of Objectives.

- (i) Organize an exercise, ii) Load and conduct an exercise, iii) Maintain record of an exercises & Performance of trainees, iv) Exercise Preparation, v) Act as Pseudo Pilots, vi) Assisting in the works of ATC Units.

5. Method of Recruitment

- (i) The application in the prescribed format (**Annexure**) for engagement of consultant in AAI on contract basis, along with self-attested photocopies of all supporting documents, may be forwarded to the e-mail ID: hrrhger@aai.aero and the same will be scrutinized and the shortlisted candidates will be called for Interview.

6. Tax Deduction at Source (TDS):

- (i) 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.

7. Allowances

- (i) Consultants shall not be entitled for any allowance such as Dearness Allowance (DA), Residential Telephone, Transport facility, Personal staff, Residential Accommodation, Medical Reimbursement etc.

8. 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 consultant would be entitled for TA/DA on official tour as per his/her last entitlement drawn at the time of retirement.

9. Leave:

- (i) Consultants shall be eligible for 15 days leave in a calendar year on pro-rata basis.
- (ii) 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).
- (iii) Un-availed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.

10. Termination of Agreement:

- (i) 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 and the decision of AAI Management will be final in this regard.
- (ii) AAI reserves the right to shortlist / reject candidature without assigning any reason.

11. Selection Criterion:

- (i) Application in the prescribed format (Annexed to this Advertisement) along with self-attested copies of all necessary supporting documents are to be sent to email ID: hrrhger@aai.aero on or before the closing date, i.e., **12.02.2025**. (Application thorough any other mode will NOT be accepted).

- (ii) The appointment of Consultant would be made through advertisement on AAI website, followed by Interview through an Interview Committee (personal interview) by RHQ-ER.

(ii) 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.

(iii) All the authorities with regard to writing / signing / submission of statement for the work assigned or to be assigned to the Consultant, shall be of respective Airport Directors, or duly authorized AAI officials and the Consultant shall not write any letter to any of the authority inclusive Central / State Govt. at his own.

(iv) **Confidentiality of data and documents:** The Intellectual Property Rights (IPR) of the data collected as well as the deliverables produced for the Department shall remain with the Department. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or the information collected for the purpose of this assignment or during the course of the assignment for the department, without the express written consent of the Department. The Consultant shall be bound to hand over the entire set of records of assignment to the department before the expiry of the contract and as advised by the Appointing Authority or his authorized representative and it is a binding to Consultant.

(v) **Conflict of interest:** The consultant appointed by the Department, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department.

(vi) The consultant shall not make any commitment with the Central / State Govt. or any other department on behalf of AAI.

Application Form**Post Applied for:** _____

Photo

1	Name of Candidate:											
2	Date of Birth:	D	D	M	M	Y	Y	Y	Y	(in DD MM YYYY Format)		
3	Date of Retirement:	Y	Y	M	M	D	D					
4	Designated Post on Retirement:											
5	Address for Correspondence:											
6	Contact No.: Landline No.											
9	Mobile Number:											
10	Email ID:											

11 Academic Qualification (In Reverse Order, starting from the Latest): (Please enclose Relevant Documents)
Professional Qualification (If any):

Sl.No	Exam passed / Qualification	University / College	Month & Year of passing	% of Marks (in two decimals)

12 Work Experience: (including earlier contractual engagement with AAI) – Please enclose separate sheet, if required

Sl.#	Organisation / Department	Designation	Period		Total Experience	Nature of work
			From	To		

*** Last Payslip to be enclosed along with the application form.

13. I hereby Certify that no Known Vigilance and disciplinary case was pending against me at the time of retirement.

Place:

(Signature of Candidate)

Date:

Name:

Declaration: 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 Consultant in AAI on contract basis may be treated as cancelled.

(Signature of Candidate)