



**Airports Authority of India**  
**Regional Headquarters - Eastern Region**

**Engagement of Retired (IAF/Indian Army/Indian Navy/PSUs/AAI) Officials / reputed Organization, as Jr. Consultant (CNS) for various RCS Airports Under Eastern Region.**

Airports Authority of India (AAI), a Government of India Public Sector Enterprise, constituted by an Act of Parliament, is entrusted with the responsibility of creating, upgrading, maintaining and managing civil aviation infrastructure both on the ground and air space in the country. AAI has been conferred with the Mini Ratna Category-1 Status.

Airports Authority of India, Regional Headquarters (Eastern Region) desires to engage Retired officials from Indian Air Force (IAF), Indian Army, Indian Navy, PSUs, AAI (Retired CNS officials) any other reputed organization, having experience in handling and maintenance of systems/electronic equipments as detailed in Qualifications Column, to be engaged as Jr. Consultant (CNS) at Airports, mentioned below, under Eastern Region, purely on contract basis for a period of one year.

**RCS Airports**

Ambikapur (Chattishgarh), Utkela (Odisha), Rourkela (Odisha), Jeypore (Odisha), Camp Bell Bay (A&N Islands), Shibpur (Diglipur) (A&N Islands), Cooch Behar (West Bengal).

**Eligibility and Qualification**

<b>Designation</b>	<b>Monthly Remuneration (All Inclusive)</b>	<b>Eligibility</b>
Jr. Consultant	INR 50,000/-	Retired PSUs /AAI employee from *E3/E4/E5 level and equivalent from IAF/Indian Army/Indian Navy officials/ State or Central Govt./ Paramilitary forces or reputed organization of having minimum <b>05 years</b> of experience in relevant field.

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

<b>Post</b>	<b>Desirable qualification</b>	<b>Location</b>
Jr. Consultant	Applicant should have relevant years of experience as specified above in the fields of maintenance & operation of VHF equipment (Tx/Rx), Manpack System, DVR (Digital Voice Recorder) System, EPABX, X-Bis (RB & HB) DFMD, CCTV, FIDS, NDB, ADS-B, LAN, WAN, MPLS.	Ambikapur, Utkela, Rourkela, Jeypore, Camp Bell Bay, Shibpur (Diglipur), Cooch Behar.

### **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.
- 2.5 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.
- 3.3 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.
- 3.4 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.

### **STATEMENT OF OBJECTIVES / JOBS TO BE CARRIED OUT**

- 4.1 Providing support & services for Maintenance, up-keep and operation for all CNS (Communication, Navigation & Surveillance) /AS (Airport Systems) facilities at Airport on a daily routine basis.
- 4.2 Carrying out preventive maintenance schedule on daily, weekly and monthly basis.
- 4.3 For any operational / Administrative requirement make coordination with concerned Mentor Airport and RHQ ER Kolkata.
- 4.4 Any fault/Breakdown/incident occurs to be intimated to concerned Mentor Airport and RHQ ER Kolkata timely.
- 4.5 If required, contact with Vendors/OEM of equipment installed at airport for ensuring equipment are in good running conditions.
- 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 one spell) in a year.
- 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

#### **SELECTION CRITERION**

- 6.1 Selection process is through interview (personal /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.

7. Interested candidates may send their application through e-mail at **hrrhger@aai.aero** in the specified format (**Annexure-I**) on or before 15.9.2024.

8. Remuneration specified is liable for applicable TDS deduction.

9. No allowances will be paid on remuneration. No request for any kind of allowance will be entertained.

10. No TA/DA shall be admissible for joining the assignment or its completion. However, consultants shall be eligible for TA/DA for travel inside the country, in connection with official work with the approval of Competent Authority. Retired Govt. servants and retired officials from PSUs, appointed as Consultants would be eligible as per their last drawn entitlements of TA/DA. For individual consultants/ professionals, other than Govt servants and retired PSUs officials, entitlement of TA/DA will be decided on case to case basis, as per approval of Competent Authority.

**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.

**Application for****(Choice of Station)**

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 (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.

Sl. No.	Organization	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.
- (c) Medical fitness certificate from certified medical officer.

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.*