



**एअरपोर्ट सर्विसेज
AI AIRPORT SERVICES**

AI AIRPORT SERVICES LIMITED

Regd. Office: 2nd Floor, GSD Building, Air India Complex, Terminal-2, IGI Airport, New Delhi-110037

CIN: U63090DL2003PLC120790

First Floor, GSD Complex, Near Gate No.5, CSI Airport, Terminal II, Mumbai 400099

Correspondence Address : AI Unity Complex, Pallavaram Cantonment, Chennai 600043

RECRUITMENT EXERCISE

AI AIRPORT SERVICES LIMITED (formerly known as Air India Air Transport Services Limited) wishes to fill in existing vacancies and maintain a wait-list for vacancies arising in future. Indian National who meet with the requirements stipulated herein, may apply **for various post** for ground duties at **Vijayawada International Airport in Southern Region on Fixed Term Contract** basis which may be renewed subject to their performance and the requirements of the AI Airport Services Limited, **Internal candidates may also apply**, Number of vacancies given below is indicative and may vary as per the operational requirement.

The reservation will be as per the Presidential Directives. The actual reservation of vacancies would depend upon the prevailing strength at the time of appointment.

AI Airport Services Limited is a leading ground handling service provider in India and offers ground handling services at major airports in India. AI APS presently provides ground handling services at 82 airports. Apart from handling the flights of Air India Limited and its Subsidiary Companies, ground handling is also provided for 51 foreign scheduled airlines, 4 domestic scheduled airlines, 3 regional airlines, 8 Seasonal charter airlines, 23 foreign airlines availing Perishable Cargo handling.

From being the first and only Ground Handler in India to handle the Airbus A380 on its maiden flight to India, to handling the futuristic 787 Dreamliner at major Airports in India.

Vision :

To be the Leader in providing World Class Ground Handling services at all Indian Airports and expand Globally

Mission :**Customer**

- Provide safe, reliable and on-time services
- Deliver the highest quality of service at all Indian Airports
- Provide State-of-the-Art Ramp Equipment
- Be the epitome of Indian Hospitality

Processes

- Continuously improve standards of safety and efficiency
- Continuous modernisation and upgrade of ramp equipment

People

- To Maintain an energetic, qualified & a highly motivated professional team
- Maintain high degree of work ethics

Sl. No	Position	Qualifications & Experience	Salary Per Month in Rs.	No of Vacancy	Upper Age Limit
1	Customer Agent	Graduate from a recognized university under 10+2+3 pattern with Diploma in IATA – UFTAA or IATA –FIATA or IATA – DGR or IATA CARGO. Or Graduate from a recognized university under 10+2+3 pattern.	19,350	08	GEN : 28 Yrs OBC: 31 Yrs SC/ST 33 Yrs
2	Junior Customer Agent	10+2 pattern with Diploma in IATA – UFTAA or IATA –FIATA or IATA – DGR or IATA CARGO. Or 10+2 pattern .	16,530	04	GEN : 28 Yrs OBC: 31 Yrs SC/ST 33 Yrs

Sl. No	Position	Qualifications & Experience	Salary Per Month in Rs.	No of Vacancy	Upper Age Limit
3	Ramp Service Agent	<p>3-years Diploma in Mechanical / Electrical / Production / Electronics / Automobile Engineering recognized by the State Government</p> <p>Or</p> <p>ITI with NCTVT (Total 3 years) in motor vehicle Auto Electrical / Air conditioning / Diesel Mechanic / Bench fitter / Welder, (ITI with NCTVT - certificate issued from Directorate of Vocational education and training of any State / Central Government with one year experience in case of welder) after passing SSC / Equivalent examination with Hindi / English / local language as one of the subject.</p> <p>AND</p> <p>Candidate must carry original valid Heavy Motor Vehicle Driving License at the time of appearing for the Trade Test.</p> <p>Preference will be given to the Candidates conversant with the local language.</p>	19,350	02	GEN : 28 Yrs OBC: 31 Yrs SC/ST 33 Yrs
4	Utility Agent cum Ramp Driver	<p>SSC /10th Standard Pass</p> <p>Must Carry Original Valid HMV Driving License at the time of appearing for trade test.</p> <p>Preference will be given to the Candidates conversant with the local language.</p>	16,530	06	GEN : 28 Yrs OBC: 31 Yrs SC/ST 33 Yrs

Sl. No	Position	Qualifications & Experience	Salary Per Month in Rs.	No of Vacancy	Upper Age Limit
5	Handyman	SSC /10 th Standard Pass Must be able to read and understand English Language. Knowledge of Local and Hindi Languages, ie., ability to understand and speak is desirable.	14,610	25	GEN : 28 Yrs OBC: 31 Yrs SC/ST 33 Yrs

Applicants meeting with the eligibility criteria mentioned in this advertisement, as on 01st May, 2022, may apply in the attached application format.

1. SELECTION PROCEDURE :

Customer Agent / Junior Customer Agent (Male & Female) :

Nature of Job Function : Airport Mainly Passenger Check-in, Airline ticket reservation, Boarding, and all Terminal Functions. Passenger as well as Airlines satisfaction is the key requirement. Work pattern will be Three Shift including night shift irrespective of gender and one weekly off on rotation basis. Career Progression based on performance and no of years. Eligible for PF and ESI also entitle for Casual Leave, Sick Leave and Privilege Leave.

(a) Personal Interview

(b) The company at its discretion may introduce Group Discussion, depending upon the response

The selection procedure would be conducted on the same day or on the subsequent day(s). The outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

3. SELECTION PROCEDURE:

Ramp Service Agent / Utility Agent cum Ramp driver:

Nature of Job Function : Mainly driving heavy vehicle like Tractor, Bus and Ground Service Equipment upon Training also Equipment maintenance. HMV license to be must for this post and candidates already applied and successfully completed RTO driving test can also apply. Passenger safety as well as Aircraft safety will be the key requirement. Work pattern will be Three Shift including night shift and one weekly off on rotation basis. Career Progression based on performance and no of years. Eligible for PF and ESI also entitle for Casual Leave, Sick Leave and Paid Leave.

(a) Trade Test comprise of Trade Knowledge and Driving test including Driving Test of HMV. Those passing the Trade Test alone will be sent for screening.

(b) Screening - General Knowledge & Driving related

The selection procedure would be conducted on the same day or on the subsequent day(s). The outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

4. SELECTION PROCEDURE :

Handyman :

Nature of Job Function : Mainly Baggage / Cargo Loading and offloading from the aircraft, trolleys, Aircraft Cabin Cleaning etc. Passenger as well as Airlines satisfaction is the key requirement. Work pattern will be Three Shift including night shift and one weekly off on rotation basis. Career Progression based on performance and no of years. Eligible for PF and ESI also entitle for Casual Leave, Sick Leave and Paid Leave.

(a) Screening : English Paragraph reading, General Knowledge

(b) Physical Endurance - Weight lifting, Running.

The selection procedure will be on the same day or on the subsequent day(s). The outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

4. HOW TO APPLY :

Applicants meeting with the eligibility criteria as on **01.05.2022** as mentioned in this advertisement, are required to forward their applications as per the attached application in the format given below along with its attachments, latest by **18.05.2022**, by **Registered / Speed Post to HR Department, AI Airport Services Limited, AI Unity Complex, Pallavaram Cantonment, Chennai - 600 043**. The envelope should be superscribed mentioning the post applied for in capital letters “ **POST APPLIED FOR _____, AIASL, VIJAYAWADA**”. No Demand Draft to be attached at this stage.

Shortlisted Eligible candidates would be notified DATE, TIME & VENUE for Document verification and Interview / Screening & Trade Test / Physical Endurance Test, as the case and candidates are required to reach the said venue, on the date and time along with the copy of Application Form duly filled-in & copies of the testimonials / certificates (as per attached application format with this advertisement) and non-refundable Application Fee of Rs.500/- (Rupees Five Hundred Only) by means of a Demand Draft in favor of “AI AIRPORT SERVICES LIMITED.”, payable at Mumbai. No fees are to be paid by Ex-servicemen / candidates belonging to SC/ST communities. Please write your Full Name & Mobile No. at the reverse side of the Demand Draft.

- i A recent (not more than 6 months old) colored passport size photograph of the fullface (front view) should be pasted neatly in the space provided in the application form.
- ii Self-attested copies of the supporting documents in respect of Item Nos.3, 4, 8, 11,12, 13, 14, 16 & 17 of the Application Form must be submitted along with the application. **Original Certificates should not be submitted along with the application but should be brought for verification.** The Company is not responsible for returning any original copy/ies of Certificates /Testimonials submitted with the application.
- iii Candidates belonging to OBC category must submit a duly attested photocopy of the Caste Certificate in the format as prescribed by Government of India, issued by the Competent Authority. The certificate, inter-alia, must specifically state that the candidate does not belong to socially advanced sections excluded from the benefits of reservation for OBC in civil posts and services under the Government of India. The Certificate should also contain the ‘**Creamy Layer**’ **Exclusion clause**. The OBC Certificate produced by the candidates should be as per the Central List of OBCs published by the **Govt. of India and not by the State Government**.

- iv Applicants working in Government / Semi-Government / Public Sector Undertakings or autonomous bodies, must with the completed Application Form routed through proper channel or along with “No Objection Certificate” from their current employer.
- v The advertisement for this recruitment is being published on our company website, hence please visit our company website www.aiasl.in & www.aiahl.in .

5. GENERAL CONDITIONS:

(i) The short listed suitable candidates will be considered for engagement on a Fixed Term Contract basis, (One Year) subject to their turn in merit order, availability of vacancies in consideration with reservation for SC/ST/OBC. The prospective candidate should be fit to carry out the duties of the post.

(ii) Period of Contract : This Contract could also be terminated earlier at the discretion of the Management during the tenure of contract, and /or in the event of unsatisfactory performance. The job is transferable to any station in India.

(iii) Reservation for SC/ST/OBC/Ex-Servicemen/Economically Weaker Section candidates will be as per the Government Directives on reservation of posts.

(iv) SC/ST candidates who are eligible for the post & residing beyond 80kms. from the venue and not employed in any Government / Semi-Government / Public Sector Undertaking or Autonomous Bodies, will be reimbursed second class to & fro rail / bus fare by the shortest route as per rules, subject to submission of a request in the prescribed format and on production of evidence to that effect.

(v) Applications which are unsigned / incomplete / mutilated / received by post / courier services, will not be considered.

(vi) The applicants must ensure that they fulfill all the eligibility criteria, as on **1st May, 2022** and that the particulars furnished by them in the application are correct in all respects. At any stage of the Selection Process, if the particulars provided by the applicants in the application or testimonials attached/provided are found incorrect / false or not meeting with the eligibility criteria prescribed for the post, the candidature is liable to be rejected and, if appointed, services will be terminated, without giving any notice or reasons therefore.

(vii) Any canvassing by or on behalf of the candidate or bringing political or other outside influence, with regard to their engagement / selection shall be considered as DISQUALIFICATION.

(viii) Prescribed format of Application is given below :
