



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

**Engagement of Retired (IAF/Indian Army/Indian Navy/PSUs/AAI) Officials as Jr. Consultant (Engg. - Electrical) for various 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 Engineering officials) to be engaged as Jr. Consultant (Engg.-Electrical)) at Airports, under Eastern Region, mentioned below, purely on contract basis for a period of one year.

**Airports:**

Bokaro (Jharkhand), Burnpur (W.B.), Dumka (Jharkhand) & Rourkela (Odisha)

**Eligibility and Qualification**

<b>Designation</b>	<b>Monthly Remuneration (All Inclusive)</b>	<b>Eligibility</b>
Jr. Consultant (Engg.-Electrical)	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. Retired Non-commissioned officers from Defense / Paramilitary forces possessing requisite experience are also eligible.

**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 (Engg.-Electrical)	Consultant should have Degree or Diploma in Electrical Engineering having experience in estimation, construction, site supervision, quality control, quality assurance, record of measurements, preparation and certification of bills etc. and complete knowledge of electrical engineering works. Preference will be accorded to Electrical Engineers worked at Airports.	Bokaro Burnpur Dumka & Rourkela

### **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 (if required).
- 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.

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

- 4.1 Supervision of Construction and Maintenance of Electrical & Mechanical Installations of the Airports.
- 4.2 Supervision of day to day maintenance of Electrical & Mechanical Installations of Terminal Building, Operational Area, ATC and other operational & non-operational installations of the Airports. The E&M installations includes DG Sets, Air-conditioning installations, Apron Flood Lighting, Perimeter Lighting, Car Park Lighting, CCR installations, PAPI & other GLF installations and Electrical Installations.
- 4.3 Any fault / break down / incident occurs, to be intimated to the Reporting Officer immediately.
- 4.4 Supervision of new engineering works including estimation, site supervision, quality control, quality assurance, record of measurements, preparation and certification of bills etc. as directed by Engineer-in-Charge or Reporting Officer.
- 4.5 Compliance of instructions / circulars issued by CHQ/RHQ of AAI.
- 4.6 On engagement, Site Engineer/Consultant shall be under administrative control of the Airport Director of the Airport and under Technical control of Engineer-in-Charge posted at the Airport / RHQ.
- 4.7 The authority with regard to writing / signing / submission of statement for the work assigned / to be assigned, to the Consultant shall be of Airport Director or duly authorized AAI official. The Consultant shall not write any letter to any of the authority inclusive of Central / State Govt. at his own.
- 4.8 The Consultant shall not make any commitment with the Central / State Govt. or any other department on behalf of AAI.
- 4.9 Any other works assigned from time to time by the Reporting Officer or duly authorized AAI official.

- 4.10 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 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.
- 4.11 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.

#### **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
- 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 unauthorizdly.

#### **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 **15.09.2023**.

**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/s)**

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.

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.*