



AI AIRPORT SERVICES LIMITED

(Formerly known as AIR INDIA AIR TRANSPORT SERVICES LIMITED)

Regd. Office: 2nd Floor, GSD Building, Air India Complex, Terminal-2, IGI Airport, New Delhi-110037
CIN: U63090DL2003PLC120790

Ref No: AIASL/IDR/NR

Date: 23.08.2023

WALK -IN RECRUITMENT EXERCISE AT INDORE AIRPORT

Sr. No	Station	Position	No. of Vacancies	Walk -in date & Time	Venue
1	INDORE	Customer Service Executive	12	08.09.2023 (09:30 hours to 12:30 hours)	Devi Ahilya Bai Holkar Airport, Old Terminal Building Indore, Madhya Pradesh, Pin-452005
2		Ramp Service Executive	4	09.09.2023 (09:30 hours to 12:30 hours)	
3		Utility Agent cum Ramp Driver	8		

AI AIRPORT SERVICES LIMITED (formerly known as Air India Air Transport Services Limited) (AIASL) wishes to fill in existing vacancies as per the estimated requirements and maintain a wait-list for vacancies arising in future. **Indian Nationals (Male & Female)** who meet with the requirements stipulated as mentioned herein, may apply for various posts at **Devi Ahilyabai Holkar Airport, Indore** posts on a **Fixed Term Contract basis (3 years)** which may be renewed subject to their performance and the requirements of the AI Airport Services Limited, **“Internal Candidates also may be apply”**, The Number of vacancies given below are 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 (AIASL) is under Ministry of Civil Aviation (MOCA) and formed with an aim to provide unified Ground Handling services (Ramp, Passenger, Baggage, Cargo Handling and Cabin Cleaning).

AI Airport Services Limited is a leading Ground Handling Service provider in India and offers Ground Handling Services at major airports in India. AIASL presently provides Ground Handling Services at 82+ airports. Apart from handling the flights of Air India, Air India Express & Alliance Air also provided for 51 foreign scheduled airlines, 4 domestic scheduled 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 Dreamliners 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:

- 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 modernization and upgrade of ramp equipment

People:

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

Sr. No	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
1.	Customer Service Executive	<p>Graduate from a recognized university under 10+2+3 pattern.</p> <p>Preference will be given to candidate having Airline/GHA/Cargo/Airline Ticketing Experience or Airline Diploma or Certified course like Diploma in IATA-UFTAA or IATA-FIATA or IATA-DGR or IATA CARGO.</p> <p>Should be proficient in use of PC.</p> <p>Good command over spoken and written English apart from that of Hindi.</p>	Rs.23,640/-	<p>GEN: 28 Years</p> <p>OBC: 31 Years</p> <p>SC/ST: 33 Years</p>

Nature of Job Function – Customer Service Executive :

At the 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 shifts including night shift irrespective of gender and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and Privilege Leave and eligible for EPFO etc. as per eligibility.

Sr. No	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
2.	Ramp Service Executive	<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>	Rs. 23640/-	<p>GEN: 28 Years OBC: 31 Years SC/ST: 33 Years</p>

Nature of Job Function – Ramp Service Executive:

Operation of various Ground Support Equipment's on Airside. Carry out Daily Inspections of all GSE. Periodic/Breakdown maintenance of GSE. Coordination with various airlines to provide GSE as per their requirements. Maintain On-Time Performance (OTP) of all flights. Ensure timely transportation of arrival/departure of Baggage and Cargo. Carry out Marshaling/Wing Walking of Aircraft. Ensure apron area is safe and keep free of FOD. Identifying Unserviceable GSE and moving them to Workshop. Any other responsibility as assigned by the Station Incharge. Work pattern will be three shifts including night shift irrespective of gender and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and Privilege Leave and eligible for EPFO etc. as per eligibility.

Sr. No	Position	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
3	Utility Agent cum Ramp Driver	<p>SSLC /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>	Rs. 20,130/-	<p>GEN: 28 Years</p> <p>OBC: 31 Years</p> <p>SC/ST: 33 Years</p>

Nature of Job Function – Utility Agent Cum Ramp Driver:

Mainly to drive the heavy vehicle like Tractor, Bus and Ground Service Equipment upon Training and also Equipment maintenance.

HMV license to be must for the above both positions and candidates already applied and successfully completed RTO driving test can also apply but at the time of Selection, the candidate must be in possession of the HMV license. Passenger safety as well as Aircraft safety will be the key requirement. Work pattern will be in Three Shift including night shift and on weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and eligible for EPFO etc. as per eligibility.

Applicants meeting with the eligibility criteria mentioned in this advertisement, as on 01st August, 2023, are required to WALK-IN person, to the venue on the date and time specified above. Please note the dates of the Walk-in.

SELECTION PROCEDURE:

1. Customer Service Executive:-

(a) Personal/Virtual 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).

Outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

2. Ramp Service Executive/Utility Agent cum Ramp driver

(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/Interview

The selection procedure would be conducted on the same day or on the subsequent day(s).

Outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

HOW TO APPLY:

Applicants meeting with the eligibility criteria mentioned in this advertisement, as on **1st August, 2023**, are required to **WALK-IN** in person, to the venue, on the date and time as specified above along with the 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 favour 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 number at the reverse side of the Demand Draft.

Following documents are required, while appearing for interviews:

- a. A recent (not more than 3 months old) colored passport size photograph of the fullface (front view) should be pasted neatly in the space provided in the application form.
- b. Self-attested copies of the supporting documents as mentioned in the Tabulation **'List of Documents (copies) to be attached with the Application' of these Advertisement** to 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.
- c. Bring your valid Passport along with one set photo copy (if available).
- d. 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**.
- e. Eligible candidates working in the AI Airport Services Limited can also apply for the said post and if selected, they would be considered with service and pay protection.
- f. Applicants working in Government / Semi-Government / Public Sector Undertakings or autonomous bodies, must appear with the completed Application Form routed through proper channel or along with "No Objection Certificate" from their current employer.
- g. The advertisement for this recruitment is being published on our company website, hence please visit our company website www.aiasl.in.

Management reserves the right to change in above schedule/conditions, based on requirements.

GENERAL CONDITIONS:

- a. The short listed suitable candidates will be considered for engagement on a Fixed Term Contract basis 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.
- b. Period of Contract: Fixed Term Contract basis, if offered. Presently the contract is for Three year and same is renewable subject to assessment on the performance. 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.
- c. Consideration of SC/ST/OBC/Ex-Servicemen/Economically Weaker Section candidates will be as per the Government Directives on reservation of posts.
- d. 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.
- e. Applications which are unsigned / incomplete / mutilated / received by post / courier services will not be considered.
- f. The applicants must ensure that they fulfill all the eligibility criteria, as on **01st August, 2023**, 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.
- g. Candidates those who were engaged in AIASL on a Contractual Basis in any category and got terminated on any grounds should not apply, as they will not be considered. In case if their termination is found out at any stage their candidature/engagement will be cancelled without giving any notice or assigning reasons therefore.
- h. 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**.
- i. Prescribed format of Application is given below: