AAI CARGO LOGISTICS & ALLIED SERVICES COMPANY LTD.
(A 100% subsidiary of Airports Authority of India)

No. AAICLAS/HR/CHQ/Rect./2024 Date: 19.11.2024

Advertisement For Engagement of Chief Instructor & Instructors (Dangerous Goods Regulations) and Security Screener (Fresher) at AAI Cargo Logistics and Allied Services Company Limited (AAICLAS) on Fixed Term Engagement Contract

AAICLAS has been set up as a fully owned cargo subsidiary of the Airports Authority of India to manage the development of air cargo business airports within the country and outside the country. AAICLAS is a professionally driven and responsive service enterprise with a vision to emerge as the largest Integrated Cargo logistics and ground handling operator in the country.

To drive this business, it requires **Chief Instructor (DGR), Instructors (DGR) & Security Screener (Fresher)** on Fixed Term Basis for a period of three years as per the details given below: -

Sl. No.	Name of Post	Total Number of Vacancies	Place of Posting	Date of Walk-in-Interview	VENUE/Link
1.	Chief Instructor (Dangerous Goods Regulations)	01	Delhi, Kolkata, Guwahati, Chennai, Bhopal	28.11.2024 (from 1100 to 1600 hours)	Link for attending interview through Online mode is https://meet326.webex.com/meet326/j.php?MTID=m2cc4113d7531071a37eea2538b60062a
2.	Instructor (Dangerous Goods Regulations)	02			

Sl. No.	Name of Post	Total Number of Vacancies	Place of Posting	Last date of Submission of Application
1.	Security Screener (Fresher)	274	Goa, Leh, Port Blair, Surat, Vijayawada	10.12.2024

Reservations wherever allowed, are applicable as per rules.

The above place of posting can be transferred to any other location with in India due to operational or administrative requirements at the discretion of AAICLAS Management, which shall be binding.

All the above number of positions may be changed with the sole discretion of AAICLAS Management. The engagement shall be made in phased manner as per requirement. AAICLAS Management reserves the right for change/cancellation of part or full advertisement/number of positions/venue/procedure/date /time of interaction etc. In case of requirement of manpower at any other new stations, the selected/panel candidates may be allowed to join at the respective locations, as per the requirement of the company. The decision of the AAICLAS Management shall be final and binding under all circumstances. AAICLAS reserves the right to increase or decrease or scrap these positions/advertisements in part or full, depending upon the present/future requirements or due to any other administrative issue.

"The Candidates who are not willing to serve on All India Basis need not to apply."

Reservations wherever allowed, are applicable as per rules.

The eligibility criteria for all posts as on 01.11.2024 shall be as follows: -

1. (a). Chief Instructor (DGR):

(a) **Essential Qualification:** As per the Civil Aviation requirements by DGCA.
(b) **Age Limit:** Age as on **01.11.2024** should not be more than 67 years.
(c) **Experience:** Minimum 15 years of experience in the field of civil aviation and have been Dangerous Goods Instructor for at least 5 years in the preceding 7 years along with valid certification.
(d) **Job profile:** To ensure proper training of employees by communicating technical DG Regulations for DGR training, managing documentation of related activities, and delivering training reports. Also responsible for providing regulatory advice to the staff and answer compliance related queries as a DGR instructor.

(b). Instructor (DGR):

(e) **Essential Qualification:** As per the Civil Aviation requirements by DGCA.
(f) **Age Limit:** Age as on **01.11.2024** should not be more than 60 years.
(g) **Experience:** Minimum 5 years of experience in transportation of dangerous goods by air, well rounded civil aviation experience in ground handling operations including passenger and baggage handling, cargo operations and ramp operations is desirable.
(h) **Job profile:** To ensure proper training of employees by communicating technical DG Regulations with successfully completed a relevant dangerous goods training program and possess a valid certificate attesting the same.

(C). Security Screener (Fresher):

(a) **Essential Qualification:** Graduation from any recognized Board /University/ Institution, with 60% marks for General and 55% marks for SC/ST candidates.
(b) Ability to read/ speak English, Hindi and/ or conversant with local language.
(c) **Age Limit:** Age as on **01.11.2024** should not be more than 27 years.
(d) **Job profile:** The selected candidates will carry out Screening of Cargo & In-line Hold Baggage of technical or other means which are included to identify and/or carryout other Security functions at Airport & Cargo Complexes.

IMPORTANT DETAILS
FOR APPLYING FOR THE POST OF SECURITY SCREENER (FRESHER)

APPLICATION FEE:

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Rs. 750/- (Rs. Seven Hundred Fifty only) for General/OBC Candidates
Rs. 100/- * (Rs. One Hundred only) for SC/ ST, EWS & Women candidates
*Subject to submission of valid certificate issued by appropriate authority.

IMPORTANT DATES:

Event	Date
Opening date for online Application	**21.11.2024**
Last date for online Application	**10.12.2024 (up to 05:00 PM)**

Important Instruction:

- Candidates are required to submit their application form latest by **10.12.2024** within the prescribed Performa, **through Online Mode only**. Please note that the applications received through Speed post, registered post, Ordinary post and couriers will not be accepted, the forms submitted through online mode will only be accepted.
- The date of interaction will be intimated to the candidates on their registered email ID's through circular on AAICLAS website i.e. www.aaiclas.aero.

SELECTION PROCEDURE:

The eligible candidates have to fill online application form through the official website of AAICLAS (www.aaiclas.aero) under "career" column against Engagement.

Only the following to be attached with the online application form: -

- Matriculation/Higher Secondary Certificates
- Graduation Certificate/Degree or Provisional Degree Certificate
- Graduation Mark-sheet
- Caste/Category Certificate (if any)
- Aadhar Card Copy
- Attach one recent passport size colored photograph on application form
- Application Fee (online)
- Latest passport size colored photograph (max 20KB size)
- Scanned Signature (max 20KB size)

The short-listed candidates will have to undergo the following procedure before engagement, as per the sequence to be decided by the company: -

- Eye/ Color blindness examination.
- Should have unimpaired vision and hearing ability.
- Ability to recognize objects – highlighted by X-ray equipment.
- Good oral and written communication skills.
- Good physical strength and ability.

2. Pay and Allowances

(a). For Chief Instructor (DGR):

PERIOD	CONSOLIDATED PAY (INCLUSIVE OF ALL)
First Year	Rs. 1,50,000/- Fixed
Second Year	Rs. 1,65,000/- Fixed
Third Year	Rs. 1,80,000/- Fixed

For candidates those who are already drawing higher pay than the remuneration, the pay protection may be considered with additional increment.

In addition to above, the following benefit also provided as below:

PF Contribution: **For non-exempt employees,** PF Contribution shall be equivalent to the basic pay of Rs.15000/- per month

TA/DA/Lodging & Boarding (if be deputed on tour) shall be equivalent to two tier rail fare.

Leaves: Privilege Leave – 18 in a year + 12 Half Pay Leave (sick leave) + 9 CL + 2 RH.

Medical Insurance: A maximum of Rs. 10,000/- per annum shall be reimbursed on account of purchase of Medical Insurance by the personnel for self & dependent family members, on production of duly certified tax invoice/receipt thereof.

Gratuity, if any, as per Gratuity Act or applicable rules.

(b). For Instructor (DGR):

PERIOD	CONSOLIDATED PAY (INCLUSIVE OF ALL)
First Year	Rs. 1,15,000/- Fixed
Second Year	Rs. 1,25,000/- Fixed
Third Year	Rs. 1,35,000/- Fixed

For candidates those who are already drawing higher pay than the remuneration, the pay protection may be considered with additional increment.

In addition to above, the following benefit also provided as below:

PF Contribution: **For non-exempt employees,** PF Contribution shall be equivalent to the basic pay of Rs.15000/- per month.

TA/DA/Lodging & Boarding (if be deputed on tour) shall be equivalent to two tier rail fare.

Leaves: Privilege Leave – 18 in a year + 12 Half Pay Leave (sick leave) + 9 CL + 2 RH.

Medical Insurance: A maximum of Rs. 10,000/- per annum shall be reimbursed on account of purchase of Medical Insurance by the personnel for self & dependent family members, on production of duly certified tax invoice/receipt thereof.

Gratuity, if any, as per Gratuity Act or applicable rules.

(c). For Security Screener (Fresher):

The selected candidates will be offered the post of Security Screener (Certified) after successful completion of training and the remuneration for the Position will be consolidated pay as follows: -

PERIOD	EMOLUMENTS (INCLUSIVE OF ALL)
First Year	Rs. 30,000/- Fixed Per Month
Second Year	Rs. 32,000/- Fixed Per Month
Third Year	Rs. 34,000/- Fixed Per Month

In addition to above: The TA/DA/Lodging & Boarding (if be deputed on tour) shall be equivalent to three tier AC rail fare.

Leaves: Privilege Leave – 18 in a year + 12 Half Pay Leave (sick leave) + 9 CL + 2 RH

Brief details of Pay & Allowances for Security Screener (Fresher):

i. All the provisionally selected & joined candidates, being fresher, will initially be given **a stipend of Rs. 15,000/- per month**. Thereafter on passing the requisite training examinations (for which fee and TA/DA to be paid by AAICLAS) the stipend be converted to full monthly remuneration as mentioned above.

ii. During stipend period only one casual leave per month shall be payable, on pro-rata basis. The contract of three years shall be started after passing of all certification examinations and not from the date of joining on stipend.

iii. The consolidated monthly remuneration (including outdoor medical and uniform allowance, etc.) after passing of all certification examinations shall be Rs. 30,000/- per month (inclusive of all) during first year; Rs. 32,000/- during second year and Rs. 34,000/- during third year.

iv. The PF Contribution shall be equivalent to the ceiling wage of Rs.15,000/- i.e., Rs.1800 p.m. asper EPF act at present.

v. The TA/DA/Lodging & Boarding (if be deputed on tour) shall be equivalent to three tier AC rail fare.

vi. Medical Insurance: A maximum of Rs.10,000/- per annum shall be reimbursed on account of purchase of Medical Insurance by the personnel for self & dependent family members, on production of duly certified tax invoice/receipt thereof, in case he/she is not getting medical benefits from any other source

vii. Gratuity, as per Gratuity Act, if/as applicable.

Details of Training After Reporting/Joining for Security Screener (Fresher):

Only during the first attempt, all the following trainings to be arranged by AAICLAS at its expenses. All arrangements e.g. travelling etc. for undergoing training shall also be made by AAICLAS, as per the entitlement of the candidate/personnel: -

S. No.	Training/OJT	Duration (working days)	Remarks
01	AVSEC Induction course	05 days	Conducted at BCAS approved ASTIs of Airport Operator/ Airline.
02	At Airport/RA	03 Months	Complete 3 months in civil aviation security operations before appearing for BASIC AVSEC.
03	AVSEC BASIC Course	14 days	Conducted at BCAS approved ASTIs of Airport Operator/ Airline.
04	At Airport	01 month	Complete minimum 40 hours OJT on Security Equipment under guidance.
05	Screener's pre-certification course (RA or ILHBS)	03 days	Conducted at approved ASTI of Airport Operator.
06	Testing & Certification of Screener (Standlone) (RA or ILHBS)	02 days	Conducted by BCAS.

All the above trainings shall be completed and maximum two attempts to be given to each candidate for qualifying these examinations. In case during first attempt one candidate shall not qualify the above examinations, the monthly stipend of Rs.15,000/- shall be reduced to Rs.10,000/- per month and in case during second attempt, the same candidate shall also not be able to qualify the above trainings/examinations, his/her fixed term contract shall cease to be over, without any further notice etc. Further, in case the candidate/provisionally selected candidate remains fail during first attempt of trainings, then for second attempt all the training costs (for the second attempt of trainings) including the TA/DA & accommodation charges etc. shall be borne by the candidate himself/herself and only the nomination shall be made by the company that too in case the candidate be ready for the same otherwise his/her fixed term contract shall be treated as closed/cancel/void for all purposes.

3. GENERAL CONDITIONS FOR ALL POSTS:

3.1 **Nationality / Citizenship: Candidate must be a citizen of India.** Candidate must be a citizen of India. Please note that the eligibility criteria specified herein are the basic criteria for applying the post. Candidates must necessarily produce the relevant documents pertaining to nationality, age, educational qualifications, preferential qualifications, experience etc. in original along with a photocopy thereof in support of their identity and eligibility at the time of joining.

3.2 **Upper age limit as on 01.11.2024** - Age relaxation of 5 years to candidates belonging to Scheduled Caste/Scheduled Tribe and age relaxation of 3 years to OBC (Non-Creamy Layer) shall be considered. Age relaxation of 5 years to candidates belonging to Ex-Serviceman category. All relaxations shall be subject to submission of valid certificate issued by appropriate government authority. The date of birth as recorded in the Matriculation/Secondary Examination certificates will only be accepted. No subsequent requests for change in date of birth will be entertained.

3.3 Please make note of it that all communications by AAICLAS shall only & only be made on the registered e-mail id of the candidates and not by post. So, keep checking the email ID to be informed to AAICLAS for the purpose.

3.4 Please ensure that in case at any stage it be found that any wrong/false information is given by the candidate, the candidature of the said candidate be treated as cancelled without assigning any reason whatsoever. In case the wrong/false information comes to the notice of the management at a later stage, the engagement be treated as cancelled and necessary recovery be made in addition to action, as per rules.

3.5 **Valid E-Mail ID**: All correspondence regarding this recruitment shall be made on registered e-mail id only.

3.6 In case of any change or amendment or updation or deletion (in part or full) either with regard to the number of position; cadre; remuneration; criteria; eligibility etc., (either post publication) the same shall only be updated/uploaded on the official website of AAICLAS i.e. www.aaiclas.aero.

3.7 The applicant must ensure that they fulfil all the eligibility criteria, as on 01.11.2024, and that the particulars furnished by him/her in the application are correct in all respects. At any stage of the Selection Process, if the particulars furnished by the applicants in the application or testimonials attached/provided are found to be incorrect / false, or not meeting with the eligibility criteria prescribed for the position, the candidature is liable to be rejected and, if engaged, engagement will be terminated, without giving any notice or reasons therefor.

3.8 The decision of AAICLAS Management regarding the eligibility criteria, acceptance or rejection of applications, mode of selection to any of the above position(s) etc.shall be final and binding on all the candidates. Merely fulfilling the minimum qualifications, experience and job requirement will not vest any right on candidates for being called for tests/selection process etc.

3.9 In case any candidate is already working with any Government Department/ PSU/Autonomous Body, they have to produce a NOC from their present employer.

3.10 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.

3.11 This particular contract is initially for a period of 3 years and in case of closure of any AAICLAS station (due to any reason), the individual has to complete his/hercontract at other station, as per the need of the company. AAICLAS will not bear any liability on account of service bond/salary/leave salary/pension contribution etc. if any, of previous employment of any candidate working in Central/ State Government/Autonomous Body/ Public Sector Undertaking.

3.12 AAICLAS reserves the right to restrict/ enlarge/ cancel the engagement in this selections process, in part or full, if need so arises, without issuing any further notice or assigning any reason whatsoever.

3.13 Any modifications related to recruitment of posts mentioned in this advertisement will be published on AAICLAS website i.e. www.aaiclas.aero.

3.14 In case of any query, aspirants may write to AAICLAS helpdesk at hr.chq@aaiclas.aero by mentioning Advt. No and the name of the position applied for etc. in the heading of the subject matter/ e-mail.

3.15 Period of Contract i.e. Fixed Term Contract (FTC) for a period of three years further extendable purely on need of the company as well as performance of the candidates.

(a) The FTC will be renewable/fresh contract, as the case be, will only be at the sole discretion of the management of AAICLAS only subject to satisfactory performance.

(b) The Contract could be terminated earlier at the discretion of the Management during the validity of the contract, and/or in the event of unsatisfactory performance. The job is transferable to any station.

3.16 In case of any query, aspirants may write to AAICLAS helpdesk at hr.recruitment@aaiclas.aero by mentioning Advt. No and the name of the position applied for etc. in the heading of the subject matter/ e-mail. Further in case the query is not resolved the candidates may contract at helpdesk number 011-24667713.

4. Important Instructions for Chief Instructor (Dangerous Goods Regulations) & Instructor (Dangerous Goods Regulations):

4.1 The short-listed candidates will be considered for engagement on a Fixed Term Contract basis (FTC) initially for a period of three years (further extendable on need/performance basis). **The period of six months will be treated as probation period** and on successful completion of probation period, the period of engagement will be considered for extension at the sole discretion of the Management of AAICLAS (on need & performance basis). Selected candidate will have to join the station of engagement, then only the engagement will come into force.

4.2 Candidates meeting the eligibility criteria as on 01.11.2024, selection will be through walk in interview with the AAICLAS Management, preferably on Video Conferencing mode. Link for the same will be obtained from official website of AAICLAS i.e. www.aaiclas.aero.

4.3 Candidates who fulfil the eligibility criteria would be required to appear for Walk-in interaction on the date, time through online interaction as is given above along with all the original certificates/mark sheets/experience certificate/professional qualification certificates/ training certificates/Aadhar Card/ PAN Card/ Category Certificate (if applicable) / DGR approvals/other documents (if any) etc. The self- attested copy of each document to be submitted with AAICLAS office as and when be asked to do so.

4.4 **Notice period for resignation:** Minimum 3 months, those persons who shall resign with immediate effect, no experience letter/verification etc. shall be issued and they will also have to deposit 3 months salary in lieu of non-serving of notice period.

4.5 Candidates who fulfil the eligibility criteria would be required to appear for interaction on the date, time and venue/mode which will be informed through E-mail on the registered Email ID of eligible candidate. Further, they will bring all the original certificates/mark sheets/experience certificate/professional qualification certificates/ training certificates/Aadhar Card/ PAN Card/ Category Certificate (if applicable) / other documents (if any) etc. along with one set of self-attested copy of each document, if be selected. The self- attested copy of each document to be submitted with AAICLAS office as and when be asked to do so.

5. Important Instructions for Security Screener (Fresher):

5.1 Candidates are required to submit their application form latest by **10.12.2024** within the prescribed Performa, through **Online Mode only**. Please note that the applications received through Speed post, registered post, Ordinary post and couriers will not be accepted, the forms submitted through online mode will only be accepted.

5.2 The date of interaction will be intimated to the candidates on their registered email ID's through circular on AAICLAS website.

5.3 Shortlisted Candidates meeting the eligibility criteria as on 01.11.2024, will be called for personal interaction.

5.4 **After selection, the candidates have to provide surety bond of Rs. 1,50,000/-, on non-judicial stamp paper of Rs.100/- (duly notarized) that in case of noncompletion of period of engagement of contract i.e. 3 years after completion of training as per above schedule, he/she shall refund Rs.1,50,000/- to AAICLAS.**

5.5 The E-Mail ID entered in the application form should remain active until the engagement process is completed. No change under any circumstances in the E-Mail ID will be allowed once entered. All correspondence regarding this recruitment shall be made on registered E-Mail ID only.

5.6 Candidates who fulfil the eligibility criteria would be required to appear for interaction on the date, time and venue/mode which will be informed through E-mail on the registered Email ID of eligible candidate. Further, they will bring all the original certificates/mark sheets/experience certificate/professional qualification certificates/ training certificates/Aadhar Card/ PAN Card/ Category Certificate (if applicable) / other documents (if any) etc. along with one set of self-attested copy of each document, if be selected. The self- attested copy of each documents to be submitted with AAICLAS office as and when be asked to do so.

5.7 The candidates who have higher percentage of marks will be called first for the interaction.

5.8 Only single application will be accepted from individual candidates & candidate can apply for single location only.

5.9 **Notice period for resignation is minimum 3 months.** Those persons who shall resign with immediate effect, no experience letter/verification etc. shall be issued and they will also have to deposit 3 months salary in lieu of non-serving of notice period.

5.10 The short-listed candidates will be considered for engagement on a Fixed Term Contract basis (FTC) initially for a period of three years. **The period of one year (for all positions) will be treated as probation period and on successful completion of probation period, the period of engagement will be considered for extension and/or fresh contract at the sole discretion of the Management of AAICLAS.** Selected candidates will have to join the station of engagement, then only the engagement will come into force.

5.11 For the selection process, no TA/DA or reimbursement etc. shall be made by AAICLAS.

5.12 **The Prescribed format of Application is available online under the career page of AAICLAS official Website i.e. www.aaiclas.aero.**

6. DISCLAIMER

In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his /her candidaturewill stand cancelled. If any of these shortcomings is / are detected even afterappointment, his /her services are liable to be terminated. Decisions ofAAICLAS in all matters regarding eligibility, other tests and selection would befinal and binding on all candidates. No representation or correspondence willbe entertained by AAICLAS in this regard.

ANNOUNCEMENTS

All further announcements/ details/communication pertaining to this process will only be published/ provided on AAICLAS authorized website www.aaiclas.aero from time to time and not through post.

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Deputy General Manager (HR)
For Chief Executive Officer
AAI Cargo Logistics & Allied Services Company Ltd.
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