



AIRPORTS AUTHORITY OF INDIA
O / O THE REGIONAL EXECUTIVE DIRECTOR
N.E. REGION, LGBI AIRPORT
GUWAHATI – 781 0 15

“Special Recruitment Drive for Scheduled Tribes”
(To fill up backlog reserve vacancies)

Last date for receipt of application 03-12-2014

Applications are invited in the prescribed proforma from the domiciles of the states of Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Tripura for filling up the following backlog posts at various airports in North Eastern Region.

| Sl. No. | Name, Grade & Nature of post | No. of Backlog Vacancies (Number of posts may vary) | Scale of Pay (IDA Pattern) |
|------------------|------------------------------|--|-------------------------------|
| | | ST | |
| Group – C | | | |
| 1. | Sr. Asstt. (Fin) (NE-6) | 05 | Rs. 14500 - 33500/- |
| | Total | 05 | |
| Group – D | | | |
| 1. | Jr. Attd. (HR) (NE-1) | 01 | Rs. 10,200 - 23000/- |
| | Total | 01 | |

Qualification and Experience

| Sl. No. | Name of the Post | Qualification & Experience |
|---------|-------------------------|--|
| 3. | Sr. Asstt. (Fin) (NE-6) | Graduate preferably B. Com. with computer training course of 3 to 6 months with 2 years experience in the concerned discipline |
| 6. | Jr. Attd. (HR) (NE-1) | 10th Pass and knowledge of working in an office. Should have good physique. |

Selection Process: -

01. Sr. Asstt. (Fin) :- The selection shall be made on the basis of a written test/interview
02. Jr. Attd. (HR) :- The selection shall be made on the basis of interview

AGE LIMIT (AS ON 03-12-2014)

- Sr. Asstt. (Fin) :- Maximum age 30 years
- Jr. Attd. (HR) :- Maximum age 27 Years

CONCESSION FOR ST

- Upper age limit is relaxable by **five** years for ST and **by 10 Years for PH Candidates. However, in respect of ST candidates, this is over and above the admissible relaxation of 5 years for ST.**
- No application fee.
- Candidates not working in Govt./Autonomous Body/PSU will be paid second class rail fare for interview only by the shortest route as per AAI rules.

CONCESSION FOR EX – SERVICEMEN:-

Age relaxation as per Govt. Rules

The concession are subject to furnishing an attested copy of the certificate (s) as proof of belonging to ST and other categories from a Competent Authority in the format prescribed by the Government of India.

GENERAL:-

1. In case of Persons with Disabilities (PWD) candidate, Disability of applicants applying against the posts should not be less than 40%.
2. Besides basic pay, DA, SCA, HRA other benefits such as Medical, Leave Encashment, Gratuity, PF, etc. admissible as per AAI rules also will be paid.
3. All Degree/Diploma/Certificates should be from University/Institute recognized and approved by AICTE/ State Boards.
4. A copy of ST/ Physically Challenged certificate from a competent authority shall necessarily be submitted by the candidates to belong to any particular category.
5. Employees of Govt./Public Sector Undertakings/Autonomous Body should forward their application **“Through Proper Channel”** or furnish **“NO OBJECTION CERTIFICATE”** at the time of written test / trade test / interview.
6. **Candidates applying for more than one post should apply separately.**
7. Applications received after the last date shall be rejected without any further correspondence. AAI will not be responsible for any postal delay.
8. Incomplete/incorrect/un-signed applications or applications without photos and copies of documents will be rejected without any further correspondence.
9. Canvassing in any form or bringing influence will be treated as a disqualification.
10. The Written / Trade Test & Interview will be held at Guwahati.
11. The eligibility with respect to age, experience, etc. will be determined as on 03-12-2014.
12. The candidates who have appeared in the final degree exam before the last date of receipt of applications can also apply. However, their candidature will be provisional subject to their acquiring the prescribed qualifications before the last date of receipt of applications as the case may be.
13. Airports Authority of India will have full discretion to fix minimum qualifying marks and other eligibility criteria.
14. In case of Group – C posts, only those candidates who secure the minimum qualifying mark in the written examination and other eligibility criteria as may be fixed by Airports Authority of India at its discretion, would be eligible to be called for trade test/interview.
15. In case of Group – D posts, only those candidates who secure the minimum qualifying marks in the interview/personality test/trade test (wherever applicable)and other eligibility criteria as may be fixed by Airports Authority of India at its discretion, would be eligible for appointment.

HOW TO APPLY:-

Please send your applications in the prescribed format to **“The Dy. General Manager (HR), O/o the Regional Executive Director, Airports Authority of India, North Eastern Region, Regional Headquarter, Guwahati, PIN – 781015”** to reach latest by 03-12-2014. **The envelope should be super scribed with the post applied for.**

APPLICATION FORM FOR EMPLOYMENT IN AAI

Affix your recent
passport size
photograph here

1. Post applied for

2. Name (IN CAPITALS)

3. Father's/Husband's Name

4. Gender

| | | | |
|---|--|---|--|
| M | | F | |
|---|--|---|--|

5. Date of Birth

| | | | | | | | |
|----------|----------|----------|----------|----------|----------|----------|----------|
| | | | | | | | |
| D | D | M | M | Y | Y | Y | Y |

6. Age as on 03-12-2014

| | | | | | |
|----------|----------|----------|----------|----------|----------|
| | | | | | |
| Y | Y | M | M | D | D |

7. Indicate the category you belong to :

8. Whether Ex-Servicemen or not:

8. If Persons with Disabilities, state the nature of disability

Visually Handicapped (VH) / Hearing Handicapped (HH) / Orthopaedically Handicapped (OH)
& % of disability (as per the format given at Annexure – I with supporting documents issued
by the appropriate authority)

9. Address

State of Domicile: _____

| Mailing Address | Permanent Address |
|---------------------|---------------------|
| | |
| | |
| | |
| | |
| | |
| PIN Code No.: _____ | PIN Code No.: _____ |

10. Marital Status

| | |
|---------|-----------|
| MARRIED | UNMARRIED |
|---------|-----------|

11. Educational Qualification (Start from Matriculation/Higher Secondary):

| Educational Qualification | Exam Passed | Board/University/Institute | Year of Passing | % of marks/Result |
|---------------------------|-------------|----------------------------|-----------------|-------------------|
| | | | | |
| | | | | |
| | | | | |

12. Technical/Professional Qualification

| Tech/Professional Qualifications | Exam Passed Degree/Diploma | Board/ University /Institute | Regular /Part time | Duration | Year of Passing | % of Result |
|----------------------------------|----------------------------|------------------------------|--------------------|----------|-----------------|-------------|
| | | | | | | |
| | | | | | | |

13. Particulars of Experience:

(Total length of the experience)
Years Months

[Experience details (Backwards from present position)]

| S. No. | Name of the organization with full address | Name of post held with duration | Period | | Job Description in brief | Pay Scale / Salary Drawn |
|--------|--|---------------------------------|--------|----|--------------------------|--------------------------|
| | | | From | To | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

(Please enclose supporting documents/NOC)

I do hereby declare that the particulars & information mentioned above are true and correct and nothing is concealed therefrom. I understand that in case any of the above information is found to be incorrect, my candidature will stand cancelled.

Dated:

Place:

Signature of Candidate

NAME AND ADDRESS OF THE INSTITUTE / HOSPITAL

Certificate No. _____

Date: _____

DISABILITY CERTIFICATE

Recent Photograph
of the candidate
showing the
disability duly
attested by the
Chairperson of the
Medical Board.

This is certified that Shri / Smt / Kum _____
son/wife/daughter of Shri _____ age _____
sex _____ identification mark (s) _____ is suffering from
permanent disability of following category:

A. Locomotor or cerebral palsy:

- (i) BL – Both legs affected but not arms
- (ii) BA – Both arms affected (a) Impaired reach
(b) Weakness of grip
- (iii) BLA – Both legs and both arms affected
- (iv) OL – One leg affected (right or left) (a) Impaired reach
(b) Weakness of grip
(c) Ataxic
- (v) OA – One arm affected (a) Impaired reach
(b) Weakness of grip
(c) Ataxic
- (vi) BH – Stiff back and hips (Cannot sit or stoop)
- (vii) MW – Muscular weakness and limited physical endurance

B. Blindness or Low Vision:

- (i) B – Blind
- (ii) PB – Partially Blind

Contd...../-

C. Hearing impairment:

(i) D – Deaf

(ii) PD – Partially Deaf

(Delete the category whichever is not applicable)

2. This condition is progressive / non – progressive / likely to improve / not likely to improve. Re – assessment of this case is not recommended / is recommended after a period of _____ years _____ months. *

3. Percentage of disability in his / her case is _____ per cent.

4. Sh./Smt./Kum _____ meets the following physical requirements for discharge of his / her duties: -

- | | |
|--|--------|
| (i) F – can perform work by manipulating with fingers. | Yes/No |
| (ii) PP – can perform work by pulling and pushing. | Yes/No |
| (iii) L – can perform work by lifting | Yes/No |
| (iv) KC – can perform work by kneeling and crouching | Yes/No |
| (v) B – can perform work by bending | Yes/No |
| (vi) S – can perform work by sitting | Yes/No |
| (vii) ST – can perform work by standing | Yes/No |
| (viii) W – can perform work by walking | Yes/No |
| (ix) SE – can perform work by seeing | Yes/No |
| (x) H – can perform work by hearing/speaking | Yes/No |
| (xi) RW – can perform work by reading and writing | Yes/No |

(Dr. _____)

Member

Medical Board

(Dr. _____)

Member

Medical Board

(Dr. _____)

Member

Medical Board

Countersigned by the
Medical Superintendent/CMO/Head of
Hospital (with seal)

* **Strike out which is not applicable**