



**भारतीय विमानपत्तन प्राधिकरण**  
**Airports Authority of India**  
**Regional Headquarter – Northern Region**  
**NATS Building, IGI Airport, New Delhi-110037**

**NOTIFICATION FOR ENGAGEMENT OF RETIRED ATCOs (FROM AAI) AS CONSULTANT IN ATM DISCIPLINE ON CONTRACT BASIS AT AAI, NORTHERN REGION**

**Advertisement No. 01/2023/NR**

Applications are invited from AAI's retired ATCOs from the level of E-7/E-6 to work as Consultant in ATM discipline on contract basis for a period of one year at the following Airports/Stations in Northern Region:-

Designation	Location	No. of posts
Consultant	IGIA Delhi	11
	Jaipur	01
	Lucknow	01

**1. ELIGIBILITY & QUALIFICATION CRITERIA**

- Retired ATCOs (from AAI) from the level of E7/E6 (Jt. General Manager / Dy. General Manager) to be engaged as Consultant.
- Minimum 10 years of experience in relevant field.
- Maximum age of retired officials shall not be more than 70 years and they should be medically fit, thereby he/she can serve as Consultant maximum upto the age of 70 years.
- 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.
- There should be no criminal case pending against the eligible candidate and the same will be self-certified by the respective candidate.
- Candidates, who have completed 05 years' cumulative period as Consultant in AAI, shall not be considered for re-engagement of consultant as per existing policy.
- The applicant should be willing to join immediately or on a short notice time.

**2. JOB & RESPONSIBILITIES**

To assist in the works of ATC Units, WSO, Offices, Leave Record, Tape Transcript, Incident / Accident Investigation, Rescue and Coordination Center, RNFC Billings, Checking of Data for ATCO Licensing, ALB Checking, Preparation of Statistics, Content Preparation for various displays, Preparation of Rosters, Verification of Training Data, etc and any other jobs assigned by the ATS-in-Charge.

### **3. PERIOD OF ENGAGEMENT**

- The duration of engagement of Consultant, shall be for 01(one) year.
- 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.

### **4. REMUNERATION**

<b>Designation</b>	<b>Monthly Remuneration (All Inclusive)</b>
Consultant	Rs. 75,000/-

### **5. TAX DEDUCTION AT SOURCE (TDS)**

The income tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source before effecting the payment, for which the department will issue TDS Certificate. Service Tax/GST as applicable shall be payable extra at the prevalent rates.

### **6. ALLOWANCES**

- Consultants shall not be entitled for any allowance such as Dearness Allowance (DA), Residential Telephone, Transport facility, Personal staff, Residential Accommodation, Medical Reimbursement etc.

### **7. TA/DA**

- No TA/DA shall be admissible for joining the assignment or on its completion.
- However, consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of the Competent Authority.
- Consultant would be entitled as per his/her last entitlement drawn at the time of retirement.

### **8. ATTENDANCE & LEAVE**

- 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.
- Consultants shall be eligible for 12 days leave in a calendar year on pro-rata basis.
- Unavailed leave in a calendar year cannot be carried forward to next calendar year.
- In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the consultancy fee.

### **9. SELECTION CRITERION**

- The mode of selection will be interview and the final selection would be subject to the outcome of interview marks/eligibility criteria and overall merit ranking and in accordance with the prevailing AAI Policy.
- The number of vacancies is tentative and may increase or decrease at sole discretion of Airports Authority of India. AAI RHQ, NR reserves the right 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. The decision of the Management shall be final and no appeal shall be entertained.

## **10. TERMINATION**

AAI can terminate the agreement on the following grounds.

- In case the information furnished by the applicant is found to be false at any stage, the same will invite disqualification and/or action as deemed appropriate by Regional Executive Director, NR whose decision shall be final and binding.
- The Consultant is unable to address the assigned works.
- Quality of the assigned works is not up to the satisfaction of AAI.
- The Consultant fails in timely achievement of the milestones as decided by AAI.
- The Consultant is found lacking in honesty and integrity.
- The services of the Consultant are liable to be terminated at any time by giving one-month notice or remuneration/fees in lieu of notice period and the decision of AAI Management will be final in this regard.
- Consultant may resign the services during the period of engagement by giving one-month notice period or one-month remuneration in lieu of notice period.

## **11. AGREEMENT/ LETTER OF ACCEPTANCE**

An agreement shall be entered between the selected consultant and AAI specifying the terms and conditions of hiring of consultants, including the following:

- Scope of work.
- Remuneration/Fees/leaves to be given to the consultant.
- Tax Deduction at Source.
- Reimbursement of Services tax paid by the consultant.
- Domestic Tours required and entitlement for the same in terms of TA/DA.
- Facilities to be provided by AAI in terms of office space, other infrastructure, etc.
- Deliverables of the assignment expected from the consultant.
- The agreement shall be binding on both the consultant and AAI.

**12.** Interested candidates may send their application through email at [rectnr@aai.aero](mailto:rectnr@aai.aero) in the enclosed format (Annexure-I & II) along with requisite documents on or before 03/04/2023. The applications received after the last date will not be entertained.

GM (HR)  
For RED (NR), RHQ, NR, AAI

**Annexure-I**

**Application for Consultant in ATM Discipline for (Choice of Station)**

Recent self-attested photograph

- (i) Name : \_\_\_\_\_
- (ii) Date of Birth : \_\_\_\_\_
- (iii) Date of Retirement : \_\_\_\_\_
- (iv) Designated Post on retirement : \_\_\_\_\_
- (v) Address for Correspondence : \_\_\_\_\_
- (vii) Contact No. (Mobile) : \_\_\_\_\_
- (viii) Email ID :
- (ix) Academic Qualification (In reverse order, starting from the latest) :

Sl. No.	Degree	Year		Stream/Subjects	University	Class/Division (if any)
		From	To			

(x) 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.

**Undertaking**

I, hereby acknowledge that I have read all the clauses of notification and accept the same.

I, hereby agree to consider my application as Consultant in ATM Discipline (Level E7/E6) if found suitable by the Selection Committee of AAI based on my eligibility.

I, hereby submit my willingness to be engaged as Consultant in ATM Discipline (Level E7/E6) as decided by AAI if selected.

Name: \_\_\_\_\_