

Airports Authority of India

Chennai Airport

**Notification for engagement of a Consultant in Land Management
Department at Chennai Airport.**

In order to have specialized skills for liaison with State / Central Govt. Authorities, Defence Organization, other agencies etc., on various aspects and to attend to various issues of land related matters pertaining to Chennai Airport, the services of a Consultant are very much required on job contract basis.

2. Applications are invited on job contract basis for the following Station of Airports Authority of India:

Name of Airport	No. of Land Management Consultant required
Chennai Airport	01

3. The scope of work and other details of activities to be performed by the Consultant are given below:

I. ELIGIBILITY

- a. Retired PSU employee from E7/E6 level (Joint General Manager / Deputy General Manager) (or) equivalent from Central Govt. / State Govt. / Defence / Paramilitary forces / reputed organisations having minimum 10 years of experience in Land Management field.
- b. The retired officials shall be medically fit and age shall not be more than 70 years.
- c. The eligible candidate shall be clear from the vigilance / disciplinary angle at the time of retirement. In this regard, the candidate has to submit a supporting document from his previous PSU/Government Department.
- d. There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidate.
- e. The applicant should have completed atleast one month from the date of his / her superannuation.

II. PERIOD OF ENGAGEMENT

- a. The duration of engagement of consultant shall initially be for one (01) year and extendable up to three years, on yearly, basis. However the quantum period of engagement as Consultant in AAI cannot exceed five (5) years.
- b. The appointment of Consultant shall be on full time basis and he/she shall not be permitted to take up any other assignment during this period of commitment.

III. STATEMENT OF OBJECTIVES TO BE ACHIEVED /JOBS TO BE CARRIED OUT

- I. The Consultant shall be responsible for regular liaison with the Central / State Govt/ Defence Organization/ other agencies for various activities like land issues, Estate and Revenue, Municipality / Corporation etc. related to Chennai Airport.

- II. The Consultant shall report to **Airport Director/ Deputy General Manager (Land)**. Based on the observations/ facts /records, the Consultant shall submit the report to Airport Director /Deputy General Manager (Land) and all the correspondences shall be made by Airport Director/ Deputy General Manager (Land) or AAI official with the Central / State Govt.
- III. **Confidentiality of data and documents:** The Intellectual Property Rights (IPR) of the data collected as well as deliverables produced for the AAI shall remain with AAI. 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 information collected for the purpose of this assignment or during the course of the assignment for AAI, without the express written consent of AAI. The Consultant shall be bound to hand-over the entire set of records of assignment to AAI before the expiry of the contract and as advised by the Appointing Authority or his authorized representative and it is a binding to consultant.
- IV. **Conflict of interest:** The Consultant engaged shall, in no case, represent or give opinion / advice to others in any matter which is adverse to the interests of AAI.
- V. The Consultant shall not make any commitment with any Central / State Govt Department or any other office on behalf of AAI.
- VI. Apart from the above, the consultant shall also be required do all other Land Department works including removal of obstacles in all the Runway approach zones 07,25,12 and 30. Over and above, the consultant shall also be required to carry out any other work assigned by Airport Director / Deputy General Manager (Land).
- VII. The consultant shall have thorough knowledge in all the **AAI Land Management Department works**.

IV. REMUNERATION

Designation	Monthly Remuneration (Inclusive of all)	Eligibility
Consultant	Rs.75,000/-	Retired PSU employee from E7/E6 level (Joint General Manager / Deputy General Manager) and equivalent from Central Govt. / State Govt. / Defence / Paramilitary forces / reputed organisations having minimum 10 years of experience in Land Management field.

V. TAX DEDUCTION AT SOURCE

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 towards for which the AAI

will issue TDS Certificate/s. Service Tax/GST as applicable shall be payable extra, at the prevalent rates.

VI. ALLOWANCES

Consultant shall not be entitled for any allowance such as Dearness Allowance (D.A), Residential Telephone, Transport facility, Personal Staff, Residential Accommodation, Medical Re-imburement, etc.

VII. TA / DA

- a. No TA/DA shall be admissible for joining the assignment or completing it.
- b. However, Consultant will be allowed TA /DA for their travel inside the country in connection with the official work after the approval of Competent Authority.
- c. Retired Government Servants and retired officials from PSUs appointed as Consultants would be entitled as per his/her last entitlement drawn at the time of retirement.

VIII. ATTENDANCE & LEAVE

- a. The Consultant will be required to mark their Biometric/Manual attendance daily at the place of reporting in line with AAI Employees Attendance System at the place of engagement.
- b. Consultant shall be eligible for 12 days leave in a calendar year on pro-rata basis.
- c. Therefore, a Consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on pro-rata-basis).
- d. Un-availed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
- e. In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the Consultancy fee.
- f. AAI will be free to terminate the services in case the Consultant remains absent for more than 15 days in a calendar year without having any approval of the Reporting Officer.
- g. AAI does not undertake any liability for providing any medical facility to the Consultant or his dependents, which is existing in AAI and there will be no other financial liability on the part of AAI, since the remuneration is inclusive of everything.

IX. TERMINATION

- a. Termination of Agreement: AAI can terminate the agreement on the following grounds:
 - I. 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 the Airport Director whose decision shall be final and binding.
 - II. The Consultant is unable to address the assigned works.
 - III. Quality of the assigned works is not to the satisfaction of AAI.

IV. The Consultant fails in timely achievement of the milestones as decided by AAI.

V. The Consultant is found lacking in honesty and integrity.

b. 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.

c. Consultant may resign / terminate the services during the period of engagement by giving one month notice period or one month remuneration in lieu of notice period.

X. SELECTION CRITERION

a. The selection would be done through interview and a merit list would be prepared for the purpose of selection.

b. Absolute transparency in the selection process of Consultant would be maintained and a committee would be constituted for the purpose.

c. The selection of the candidate will be done as per the prevailing AAI Policy. Decision of the Competent Authority is final in this regard.

d. The AAI 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.

e. Interested candidates may send their application (in sealed envelope) in the enclosed format (Annexure-I) and on the top of envelope, it should be clearly mentioned / marked as Application for Land Management Consultant at Chennai Airport.

f. The duly filled and signed application for this Consultant post should reach the following address by Speed Post and also through email (scanned application copy) (e-mail to hrhod_chn@aai.aero) on or before 23.09.2020 positively.

Deputy General Manager(HR),
Airports Authority of India,
Chennai Airport,
Chennai-600 027
E-Mail: hrhod_chn@aai.aero

How to apply? The persons who fulfil 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 Land Management Consultant at Chennai Airport

- (i) Name:
- (ii) Date of Birth:
- (iii) Address for correspondence:
- (iv) Contact No. : Landline_____ Mobile:_____
- (v) Email id:
- (vi) Academic qualification (In reverse order, starting from the latest):-

Recent Self
Attested
Photograph

Sl. No.	Degree	Year	Subjects	University	Class/Division distinction (if any)

- (vii) Relevant experience (Please enclose relevant documents):
 - a. Year wise tasks/highlights of similar nature carried out during relevant experience period with all details including employer, position held & pay-scale.
 - b. Certificate from the previous employer regarding vigilance/disciplinary clearance during the job with the organization.

Place:

Signature:

Date:

Name: