



A. Applications are invited from the candidates meeting the following job specifications and experience and age below 30 years as on 31.03.2006 for the following posts:

1. **Junior Assistant (Drawing Electrical) (UR-1)**:- 10th pass, ITI in Electrical & Mechanical D'manship. Must have worked for 2 years after acquiring ITI certificate
2. **Junior Assistant (E&M) (UR-6)** :- 10th pass, ITI in Diesel Mechanic/Electrical. Must have worked for 2 years after acquiring ITI certificate.
3. **Junior Assistant (ACR) (UR-2 & OBC-4)** :- 10th pass, ITI in Air Condition/Refrigeration. Must have worked for 2 years after acquiring ITI certificate.
4. **Junior Assistant (Wireman) (UR-1 & OBC-4)** :- 10th pass, ITI in related trade. Must have worked for 2 years after acquiring ITI certificate. Scale of pay for Sl. No. 01 to 04 (Rs. 5500-10060/-)
5. **Assistant (Airport Hostess) (UR-2)** :- Graduate with Computer knowledge subject to passing Audition/trade test. Must have worked for 2 years in the relevant field.
6. **Assistant (Telecommunication) (UR-2)** :- Graduate with related trade certificate. Must have worked for 2 years in the relevant field. Scale of pay for Sl. No. 05 and 06 (Rs. 5800-10960/-)
7. **Senior Assistant (Nursing) (UR-2)** :- 10+2 with Diploma (3+1 years) in Nursing and Midwifery. Must have worked for 2 years in the relevant field.
8. **Senior Assistant (Technical) (UR-2)** :- B.Sc./Diploma in Electronics/Telecommunication/ Radio Engineering. Must have worked for 2 years in the relevant field.
9. **Senior Assistant (Steno) (UR-4 & OBC-1)** :- Graduate with 80/40 w.p.m. Stenography/Typing respectively with Computer proficiency. Must have worked for 2 years as Stenographer.
10. **Senior Assistant (Accounts) (For making a panel)** :- Graduate, preferably B.Com. with Computer training Course of 3 to 6 months. Must have worked for 2 years in the relevant field.
11. **Senior Assistant (Hindi Steno) (UR-1)** :- Graduate. With speed 80/40 w.p.m. Hindi Stenography/ Typing respectively with computer proficiency. Must have worked for 2 years in Official Language. Scale of pay for Sl. No. 07 to 11 Rs. 6300-12060/-)

B) In addition to the above, applications are also invited for filling up the following posts under Special Recruitment Drive exclusively for Physically Handicapped Persons and Scheduled Castes as mentioned below: However, age relaxation will be as per rule.

For Physically Handicapped Persons only

1. **Assistant (Airport Hostess) UR-01** :- (Job specification as in A- 05 above)
2. **Senior Assistant (Accounts) OBC-01** :- (Job specification as in A-10 above)
3. **Assistant (Office) SC-01** :- Graduate with typing speed of 40 w.p.m. & Computer knowledge. Must have worked for 2 years subject to passing trade tests. Scale of pay (Rs. 5800-10960/-)

C) For Scheduled Castes only (other than PH Persons)

1. **Junior Assistant (ACR) SC-01** :- (Job specification as in A- 03 above)
2. **Assistant (Airport Hostess) SC-01** :- (Job specification as in A-05 above)
3. **Assistant (Telecommunication) SC-01** :- (Job specification as in A- 06 above)
4. **Senior Assistant (Technical) SC-01** :- (Job specification as in A- 08 above)
5. **Junior Assistant (Driver) SC-02** :- 10th Pass or 10+2 with possession of valid Heavy Duty Driving Licence. 2 years in the relevant field. Scale of pay (Rs. 5500-10060/-)

NOTE :- UR-Unreserved, SC-Scheduled Caste & OBC-Other Backward class.

1. Upper age limit is relaxable by 5 years and 3 years in case of candidates belonging to SC/ST & OBC categories respectively. Candidates belonging to OBC category must submit certificate alongwith their application for **not belonging to Creamy layer**. 2. Upper age limit shall also be relaxed by the length of military service increased by 3 years in the case of Ex.Servicemen. Upper age limit is also relaxable by 10 years for PH Persons 3. In addition to the scale of pay as indicated above, the posts carry other benefits as admissible under the Authority's Regulations viz. CPF, EBF, LTC, Gratuity, Group Insurance, Canteen subsidy, Free Medical Benefits for self and dependents, leave Encashment, Uniform, HRD, Washing , Conveyance and Education Allowance etc.

GENERAL CONDITIONS

1. Management will have the discretion for rejecting any application without assigning any reasons for fixing higher standard, for calling candidates for written/trade test & interview and **no correspondence in this regard will be entertained**. 2. Application on plain paper giving full particulars **strictly as per format available in our web site given below** alongwith three recent passport size photographs, out of which one pasted on the top right hand corner of the application and duly attested by the Gazetted Officer and two in a small cover attached with the application should reach to the **Dy. General Manager (Personnel), Airports Authority of India, International Terminal Building, Netaji Subhas Chandra Bose International Airport, Kolkata – 700 052** within **15 days from the date of publication**. 3. **Incomplete applications, those not conforming to the job specifications/application format as above, received later than the specified date and without attested copies of the testimonials/certificates, proof of age, qualification category and experience etc. will be rejected summarily and no request in this regard will be entertained in any case**. Mere fulfillment of requirement laid down in the advertisement does not qualify a candidate for test & interview. 4. The Management has the discretion not to fill any vacancies & the vacancy position shown above may also change depending upon the requirement. 5. The certificate of Scheduled Caste / Scheduled Tribe / OBC/Ex-serviceman/PH should be in the proper prescribed form and should have been issued by the appropriate authority. 6. The experience certificate attached with the application must clearly indicate the nature of post, period served, job performed, reasons for leaving the job, full name/signature and designation of the issuing Authority and his address. All the experiences must be post qualification and part time experience will not be considered. 7. The Candidates already in employment of Central/State Govt. or Govt. Undertakings/Autonomus Bodies should apply through proper channel. The applications not submitted through proper channel and advance copy of application will not be entertained. 8. Separate application should be submitted for each post applied for, superscribing the name of the post on the envelope. 9. Candidates selected are likely to be posted on round the clock duties wherever applicable. 10. **ANY ATTEMPT TO BRING OUTSIDE INFLUENCE FOR CONSIDERATION OF THE CANDIDATURE IN ANY MANNER WHATSOEVER WILL AMOUNT TO DISQUALIFICATION AND THE CANDIDATURE OF SUCH CANDIDATES WILL BE REJECTED**. The decision of the Selection Committee is not liable for challenge and same shall stand final and binding on each candidate. 11. No separate communication will be issued in this regard except to the selected candidates. 12. The candidates will have the option to use Hindi or English in answering the question papers (except paper in English, if any). **VISIT US AT : www.airportsindia.org.in OR www.aai.aero OR www.nscbiairport.org**.

APPLICATION FORMAT

One recent
Passpost size
photograph to be
pasted here and
**duly attested by
Gazetted
Officer**

1. Application for the post of : _____
2. Name of the candidate : _____
(in block letters)
3. Father's name : _____
4. Date of birth : _____

5. Full postal address (In block letters): Vill/Street/PO/PS/Dist./STATE / PIN Code)

6. Educational Qualifications (Matriculation onwards) (Exam passed (regular/part time), Year of Passing, Board/University/Institute/% marks/Result)

7. Nationality

8. Technical/Professional Qualifications (Exam passed (Degree/Diploma, regular/part time)/Duration/year of passing/Board/University/Institute/Result)

9. Details of Experience,(Minimum two years in a Govt. office/PSU an organization of repute in the related field). (Name of the Company/Firm where employed/Post held/Nature of duty performed/period: From - To)

Attach No Objection Certificate (NOC) from present employer, in case serving with Govt./PSU/Autonomous body.

10. A) Whether you belong to SC/ST/OBC/EXS Category: YES/NO*
(Attach respective category certificate(s) as per appropriate format. OBC certificate must indicate for **not belonging to creamy layer**)
B) Whether Physically Handicapped : YES / NO*
(If so, attach Certificate of Medical Board of a Govt. Hospital)
Extent of disability : _____%

11. A) NIOH/Emp. Exchange/Zila Sainik Board Registration No. : _____
(Attach attested copy of Regn. Card, if any) valid till : _____

B) In case of Ex-servicemen candidates, attach copy of discharge certificate.

12. Languages Known (Read, Write & Speak) _____
 - Strike out whichever is not applicable.

Note: Information furnished above must be supported by requisite documents, failing which the application will be summarily rejected and no correspondence in this regard will be entertained at a later date under any circumstances.

Signature of the candidate with date

Enclosures

