



भारतीय विमानपत्तन प्राधिकरण AIRPORTS AUTHORITY OF INDIA

(A Category -1 'Mini Ratna' Public Sector Enterprise)

दक्षिणी क्षेत्र, चेन्नै - 27 SOUTHERN REGION: CHENNAI - 27

ADVT. NO. 01/SR/2016

Last Date of receipt of Application : 15/04/2016

Applications are invited from the candidates who are **Domicile of Lakshadweep Islands** for the following posts at Agatti Airport in Southern Region. Only one post is likely to be filled and the eligibility criteria for the post is as follows.

SL. NO	NAME, GRADE & NATURE OF POST	NO. OF POST	RESERVATION					SCALE OF PAY
			SC	ST	OBC	UR	PWD	
1	SENIOR ASSISTANT (STENO)	1	-	1	-	-	-	14500-33500/-
2	ASSISTANT (OFFICE)	1	-	1	-	-	-	13400-30500/-

QUALIFICATION & EXPERIENCE

S.No	Name of the Post	Qualification, Experience & Age	
1	Assistant (Office)-NE-5	Qualification	I) Degree from a recognized University. II) Typing Speed of 40 w.p.m. With Computer Knowledge.
		Experience	Two (02) years relevant experience in the concerned discipline
		Age	Maximum (Up to) 35 years. [As on 30/04/2016] (Relaxable for PH/Ex-serviceman as per Rules)
		Selection process	Written test, Typing Test and Interview
2	Senior Assistant (Steno)-NE-6	Qualification	Graduate with shorthand/typing speed of 80/40 w.p.m.
		Experience	Two (2) years relevant experience and computer proficiency
		Age	Maximum (Up to) 35 years. [As on 30/04/2016] (Relaxable for PH/Ex-serviceman as per Rules)
		Selection process	Written test/ Trade Test and Interview

OTHER CONDITIONS ARE AS FOLLOWS:

1	<i>Age Relaxation: (i) 5 years for ST (35 years as on 30/04/2016) (ii) Length of service extended by 3 yrs for Ex-servicemen. (iii) Person with disabilities- 10 years.</i>
2	<i>The extent of physical disability / deformity should be minimum 40% supported by a certificate of Disability in prescribed format issued only by a Board duly constituted by the Central / State Government.</i>
3	<i>Only those candidates who are fulfilling the eligible criteria will be allowed to appear in the written test. Candidates have to appear for the written test / trade test to the above posts at their own expenses. Candidates called for interview will be paid 2nd class rail fare as per rules.</i>
4	<i>The eligibility with regards to age, qualifications (Educational & Technical) and experience etc. will be determined as on 30/04/2016.</i>
5	<i>The qualification must be obtained from Govt. recognized institutions / Universities.</i>
6	<i>Employees of Govt. / Public sector undertaking should forward their application through proper channel. Advance copy will not be entertained.</i>
7	<i>Canvassing in any manner and bringing outside influence shall make the candidature liable for rejection.</i>
8	<i>The authority reserves the right to restrict the number of candidates to be called for test / interview and change of examination center on the basis of any other norms decided by the authority at a later date.</i>
9	<i>The management reserves the right / has the discretion not to fill any vacancy and to change the vacancy position depending upon the requirement.</i>
10	<i>Applications received after due date and incomplete applications shall be summarily liable to be rejected. AAI will not be responsible for any postal delay.</i>
11	<i>ST / PWD Certificates should be in the format prescribed by the Government of India.</i>
12	<i>Candidates selected are likely to be posted in any part of India.</i>
13	<i>The decision of the selection committee is not liable for challenge and same shall stand final and binding of each candidate.</i>

HOW TO APPLY:

1	<i>Candidates fulfilling the above conditions may submit their application on plain paper (separately for each post along with attested copy of relevant certificates) in Hindi / English in the following format addressed to THE REGIONAL EXECUTIVE DIRECTOR, Airports Authority of India, Southern Region, Chennai – 600 027 (the envelope should be super-scripted by “Application for the post of _____) so as to reach on or before 15/04/2016. The applications may be downloaded from AAI website www.airportsindia.org.in.</i>				
2	<i>The application should accompany the following documents:</i> <table border="1"><tr><td>i)</td><td><i>Two recent passport size photographs, one affixed on application and other one stapled and mention Name of the candidate on the reverse side.</i></td></tr><tr><td>ii)</td><td><i>Attested photocopies of Certificates regarding Date of Birth(SSLC Certificate), Educational and Technical Qualification, Experience Certificate and Valid Caste Certificate in prescribed format (wherever applicable), etc., if any</i></td></tr></table>	i)	<i>Two recent passport size photographs, one affixed on application and other one stapled and mention Name of the candidate on the reverse side.</i>	ii)	<i>Attested photocopies of Certificates regarding Date of Birth(SSLC Certificate), Educational and Technical Qualification, Experience Certificate and Valid Caste Certificate in prescribed format (wherever applicable), etc., if any</i>
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ii)	<i>Attested photocopies of Certificates regarding Date of Birth(SSLC Certificate), Educational and Technical Qualification, Experience Certificate and Valid Caste Certificate in prescribed format (wherever applicable), etc., if any</i>				
3	<i>The application must be complete in all respects failing which it will be summarily rejected and no communication shall be made in this regard.</i>				

(APPLICATION FORMAT)

(Fill up in capital letters only)

1. Domicile _____

2 Post applied for _____

3. Name of the Applicant _____

4. Date of Birth _____

5. Caste / Category _____

6. Father's Name _____

7. Contact Address (in Capital letters only)

_____ Pin Code : _____ E-Mail : _____

Contact Nos. _____

8. Whether Physically Challenged :- (i) Yes/No _____ (ii) if yes whether OH/HH/VH
_____(Orthopaedically/Hearing/Visually)

9. Whether AAI employee : - Yes/No _____

If yes Designation _____ Station of posting _____

Date of Joining _____ Employee No. _____

10. Whether Ex-Servicemen : - Yes / No _____

Total Service _____ Year _____ Months _____ Days

11. Nationality _____

Affix recent
Self –
attached
Passport size
Photo

12. Educational Qualifications :-

Name of Exam	Name of University	Month & Year of Passing	Main Subject	% age of Marks

13. Technical Qualification :

Name of Exam	Name of Institute	Month & Year of Passing	Subject	% age of Marks

14. Experience (In brief) _____Year_____Months_____Days (Along with Copy of Experience Certificate).

15. State whether currently employed in Govt./PSE/Autonomous Body : YES / NO

If Yes (i) Post held _____ (ii) Scale of Pay _____

(iii) Date of Appointment _____(iv) Whether NOC enclosed : YES / NO

16. Employment Exchange Registration No. & Name of the Exchange, if any :

I hereby declare that the above information is true and correct to the best of my knowledge.

Enclosures :

Photocopies of all documents

Date :

Candidate's Signature

