

	भारतीय विमानपत्तन प्राधिकरण (अनुसूची - 'ए' मिनी रत्न - श्रेणी 1 - सार्वजनिक क्षेत्र का उपक्रम) AIRPORTS AUTHORITY OF INDIA (SCHEDULE- 'A' MINI RATNA-CATEGORY -1 PUBLIC SECTOR ENTERPRISE) क्षेत्रीय मुख्यालय (पश्चिमी क्षेत्र), एकीकृत प्रचालन कार्यालय भवन, पारसीवाडा, सहार रोड, विले पार्ले (पूर्व), मुंबई 400099 - REGIONAL HEADQUARTERS (WESTERN REGION), INTEGRATED OPERATIONAL OFFICES BUILDING, OPP. PARSIWADA, SAHAR ROAD, VILE PARLE (EAST), MUMBAI- 400099
---	--

Advertisement No.04/09/2026/WR

ENGAGEMENT OF CONSULTANTS FOR CORPORATE COMMUNICATIONS (CC) DIRECTORATE IN AIRPORTS AUTHORITY OF INDIA (AAI) ON CONTRACT BASIS.

1.1 Airports Authority of India (AAI), a Government of India, Public Sector Enterprise, constituted by an Act of parliament, is entrusted with the responsibility of creating, upgrading, maintaining and managing Civil Aviation Infrastructure both on the ground and air space in the country. AAI has been conferred with the Mini Ratna Category-1 status.

1.2 EdCIL (India) Limited, a Mini Ratna Category – I CPSE under Government of India, EdCIL invites applications, on behalf of Airports Authority of India (AAI), for engagement of Consultants in Corporate Communications (CC) Directorate at Regional Headquarters (RHQ) Western Region, Mumbai on contract basis. The details of the position, age, qualification, experience, remuneration etc. are as follows:-

Post Code	Vacancy Position/ Name of Post	Upper Age Limit	Educational Qualifications	Required Experience	Monthly Remuneration (All Inclusive)
01	01 (One) Consultant (Content Writer)	40 Years	Essential: Bachelor's degree in Mass Communication, Journalism/ English Literature from a recognised university. OR Bachelor's Degree in any stream with Master's Degree in Mass Communication / Journalism	- Minimum 5-8 years of proven experience in content writing, copywriting, or editorial roles within reputed organizations, agencies, or digital platforms. - Experience in creating long-format content and script for audio-visuals, social media articles, blogs, advertising and marketing collaterals. - Strong academic background with proven excellence in written and verbal English communication	Rs. 1,20,000/-

02	01 (One) Consultant (Graphic Designer)	40 Years	Essential: Minimum Bachelor's Degree in any stream with Advanced Diploma/Degree in Multimedia/ Animation, Graphic Design OR Visual Communication OR Communication Design OR related disciplines from a recognised university.	Minimum 5-8 years of proven experience in: • Strategic understanding of brand design and creative direction. • Experience in leading design projects or managing a creative team. • Strong portfolio highlighting versatility, conceptual thinking, and design leadership.	Rs. 1,20,000/-
03	01 (One) Consultant (Video Editor)	40 Years	Essential: Minimum Bachelor's Degree in any stream with Diploma/Degree in Film Production/ Media Studies, Mass Communication/ Visual Arts, Animation from a recognised university.	• Minimum 5-8 years of proven experience as a Video Editor in a professional setup – preferably in TV media, advertising, digital media, broadcasting, or a creative agency environment. • Experience working on social media videos, brand films, promotional videos, event coverage, interviews, documentaries, and corporate communications content.	Rs. 1,20,000/-

1.3 **Skills and Competencies:**

Sr. No.	Position of Consultant	Skills and Competencies required
1	Consultant (Content Writer)	• Ability to craft clear, concise, grammatically accurate, and engaging content in English & Hindi. • Creative & Conceptual Thinking. • Strong creative flair with the ability to conceptualize fresh and compelling ideas. • Ability to interpret complex data or subjects and convert them into simplified, engaging narratives and stories.
2	Consultant (Graphic Designer)	Core Technical Skills: • Design Software Proficiency. • Adobe Creative Suite (Photoshop, Illustrator, InDesign, After Effects, Premiere Pro etc). • Corel DRAW. • Knowledge of 3D design tools (optional but desirable). • Strong sense of typography, colour theory, layout, and visual

		hierarchy. • Digital Design Skills. • Social media creatives, infographics, GIFs, and banner design. <u>Applicants must submit a comprehensive portfolio demonstrating:</u> • Variety of design work across digital and print mediums. • Originality, creativity and consistency in visual identity.
3	Consultant (Video Editor)	<u>Core Technical Skills:</u> • Proficiency in Adobe Creative Suite (Premiere Pro, After Effects, Photoshop, Audition, and Media Encoder). • Knowledge of DaVinci Resolve/ Final Cut Pro / or Avid Media Composer. • Strong understanding of video composition, pacing, transitions, and visual storytelling. • Ability to perform colour grading, audio mixing, stabilization, and motion graphics integration. • Familiarity with basic animation techniques, VFX, and 3D compositing is an added asset. • Working knowledge of camera formats, frame rates, lighting basics, and sound design principles. <u>Creative and Professional Competencies:</u> • Strong sense of visual aesthetics, rhythm, and narrative structure. • Ability to translate creative briefs into visually compelling content.

1.4 **Charter of Duties:**

- a. **For Consultant (Content Writer):** Drafting, editing, and proofreading a variety of communication materials, including press releases, articles, reports, speeches, and digital content while ensuring that all written communication is grammatically accurate clear, coherent, engaging and consistent.
- b. **For Consultant (Graphic Designer):** Create visually appealing and professional graphics for use in invitation, backdrops, hoardings, social media content, brochures, and other promotional materials.
- c. **For Consultant (Video Editor):** Handle the editing and production of multimedia content, ensuring that raw footage is transformed into engaging and polished video products that meet the requirements of the directorate and concerned authorities.

2. **Important Dates:**

- 2.1 Only online applications will be accepted from **07.10.2026 (10.00 AM)**
- 2.2 The last date of receipt of application is **25.10.2026 (05.30 PM).**
- 2.3 Cut-off date for Qualifications, Experience & Age will be counted as on **25.10.2026 (05.30 PM) (Closing Date)**

3. **Other Terms & Conditions:**

- 3.1 Candidates applying for more than one post should submit a separate application for each post.
- 3.2 Only Indian Nationals are eligible to apply for the above positions.
- 3.3 Qualifications should be from approved recognized institutions.
- 3.4 The selection process will be based on academic qualifications, experience and will also include document verification & interview.
- 3.5 Documents in support of (i) Qualifications (ii) Experience & (iii) Age, etc. have to be produced in "**original**" when called for Document Verification & interview.

- 3.6 In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, his/her candidature will be summarily rejected at any stage of the selection process and appropriate action may be taken as deemed fit.
- 3.7 Candidates are informed that mere submission of applications OR fulfilling of the eligibility criteria does not entitle them to be called for interview/selection. Call letters and other information pertaining to this recruitment will be sent to shortlisted candidates by email only. Applicants should ensure that the "e-mail ID" given in the online application is maintained active.
- 3.8 Upon engagement, leave will be allowed at the rate of 1.5 days for each completed months of service. Un-availed leave in a calendar year cannot be carried forward to next calendar year or encashed.
- 3.9 The Advertisement Number may be noted for future reference.
- 3.10 The AAI reserves the right to upgrade the eligibility criteria, in case a large number of applications are received.
- 3.11 The engagement for the above posts are purely on a contractual basis, initially for a period of ONE year, with provision of extension as per requirement and rules.
- 3.12 No TA/DA will be paid for attending the interview/selection process.
- 3.13 The AAI reserves the right to cancel/modify/withdraw/postpone this engagement notice.
- 3.14 For any query, candidates may contact at Helpline Number: _____.
