

AIR INDIA ENGINEERING SERVICES LIMITED:WR
(A WHOLLY OWNED SUBSIDIARY OF AIR INDIA LIMITED)

REF:AIESL/UH/2019

31st May 2019

RECRUITMENT FOR THE POST OF UTILITY HANDS - AIESL - WR

Applications are invited from Indian Nationals for Engagement as Utility Hands for Air India Engineering Services Limited, Western Region on a fixed term engagement, for a period of 3 (Three) years. .

No. of vacancies: There are 40 vacancies at present and which may undergo a change depending upon the requirement of the Company. The decision of AIESL Management in this regard will be binding

(I) NO. OF VACANCIES - UTILITY HANDS

Total 40 (GEN: 23 OBC: 10 SC: 04 ST 03)

(II) ELIGIBILITY CRITERIA AS ON 31st March 2019

(A) EDUCATIONAL QUALIFICATIONS:

Minimum Class X pass. Must possess a valid certificate stating that the candidate has passed Class Xth.

NOTE: Preference will be given to such of those candidates possessing valid Light Commercial Transport Vehicle Licence.

(B) EXPERIENCE:

Minimum five years of experience in an Airline Industry/ Aviation Sector

(III) TERM OF ENGAGEMENT:

Utility Hands will be engaged on fixed term contract for a period of 3 (Three) years further extendable in multiples of 3 (Three) years depending upon requirement and individual performance.

(IV) AGE LIMIT - as on 31/3/2019:

General - Not above 33 years

O.B.C. - Not above 36 years

SC/ST - Not above 38 years

SC/ST/OBC/ Ex- Serviceman candidates would be given age relaxation as per Govt. directives in this regard.

(V) REMUNERATION:

Total emoluments will be Rs. 15418/-. However, the same may be revised by the Management if required.

(VI) DATE AND VENUE FOR SUBMISSION OF THE APPLICATIONS:

Applicants meeting the eligibility criteria as mentioned above are required to download and fill up the application form available with this advertisement. Candidates are required to submit their applications duly completed in all respects into the box kept at the security gate for the purpose on 24th June 2019 between 1000 hrs to 1530 for the post of Utility Hands at the following venue: **It may be noted that applications received on email/through post/courier will not be entertained under any circumstances.**

VENUE:

**AIR INDIA ENGINEERING SERVICES LIMITED,
NEW ENGINEERING COMPLEX,
NEAR BAMAN WADA & AIRPORT COLONY,
NEXT TO METEOROLOGY DEPT NEW QUARTERS,
SAHAR VILE PARLE (EAST)
MUMBAI - 400099
Contact No. 022 - 26168555/8556**

After scrutiny of the applications received the eligible candidates will be intimated by email the details regarding date/time and venue of the Trade Test/Interview

CANDIDATES WILL BRING ALL ORIGINAL CERTIFICATES/TESTIMONIALS AS MENTIONED BELOW:

- A. Proof of Date of Birth
- B. Proof of Educational Qualification
- C. Copy of Caste Certificate (Only for SC/ST/OBC candidates)
- D. Experience Certificate/s - clearly indicating/totalling five years of in the Airline Industry/Aviation Sector
- E. Two recent Passport size photographs

Candidates would also be required to furnish self-attested copies of all certificates/testimonials as mentioned above along with Application Form. Please note that No Original Certificate is to be submitted with the Application Form. Candidates are required to bring all Original Certificates for verification along with them.

(VII) HOW TO APPLY:

- a) Applicants meeting the eligibility criteria as on 31st March 2019, mentioned above, are required to submit their application Form in the specified format, duly filled in Hindi or English and requisite documents as indicated below with non-refundable Application Fee of Rs.500/- (Rs. Five hundred only) by means of Demand Draft in

favour of “**Air India Engineering Services Limited**” payable at Mumbai. No fees to be paid by Ex-Servicemen Applicants belonging to SC/ST category. Applicants are advised to mention his/her full name and the post applied for on the reverse of the Demand Draft.

- b) A recent (not more than 3 months old) colored passport size photograph of full face (front view) should be pasted neatly in the space provided in the application form.
- c) **Self-attested copies of supportive documents in respect of:**
1. Educational Qualification (i.e. SSC, HSC, Graduation or higher education with mark sheets).
 2. Date of birth proof (Original School Leaving Certificate or attested photo copy duly signed by the Principal of same School/College and SSC passing certificate).
 3. Experience - candidates are advised to carry experience certificates to substantiate five years of experience in the Aviation Sector /Airlines Industry and if currently employed they should bring along with them the appointment letter and the latest pay slip as supporting document.
 4. Caste certificate in original in the prescribed format along with self-certified photo copy in case of SC/ST/OBC candidates.
 5. The application, in the prescribed format, must be submitted along with the above mentioned requisite documents. **Original certificates should not be submitted with the application, but should be brought for verification along with one set of photo copies.** The company is not responsible for returning any original or copies of certificates/testimonials if submitted along with the application. **Candidates who fail to produce the original testimonials for verification may not be allowed for the Selection process.**
 6. **Candidates belonging to OBC Category must submit a duly attested photocopy of Non-Creamy Layer certificate issued in current financial year in the format as prescribed by Government of India and issued by the Competent Authority.** The certificate, inter-alia, must specifically state that the candidate does not belong to socially advanced sections excluded from the benefits of reservation for OBC in civil posts and services under the Government of India. The certificate should also contain the Creamy Layer Exclusion clause. The certificate produced by the candidates of OBC community should be as per the Central List of OBCs published by the Government of India and not as per State List.
 7. Applicants working in Government/Semi-Government/Public Sector Undertakings or autonomous bodies their application must be routed through Proper Channel along with No Objection Certificate from the present employer.

(VIII) GENERAL CONDITIONS:

- a) **The short listed candidates will be considered for engagement on the fixed term engagement basis, subject to their medical fitness prescribed for the post. The selected candidates may be posted at any station/Region of the company if required in future.**
- b) Candidates will have to bear the cost of the Pre-Employment Medical examination(s). Any additional tests, if required, the additional cost thereof will also have to be borne by the candidate.
- c) Reservation and concessions/relaxations to SC/ST/OBC/Ex-servicemen candidate would be extended as per Government Directives in the matter.
- d) SC/ST candidates fulfilling the requirements and residing beyond 80 kms. From the Test Centre and if not employed in any Government/Semi-Government/Public Sector Undertaking or Autonomous Bodies will be reimbursed second class to and fro rail/bus fare by the shortest route as per rules, while appearing for final selection on production of proof of travel to the effect.
- e) **Applications which are submitted without the demand draft as applicable/unsigned/incomplete/mutilated/received after last date of receipt of application will be rejected. Applications received by email/through post/courier will not be entertained under any circumstances.**
- f) The applicants must ensure that they fulfill all the eligibility criteria as on 31st March 2019 and that the particulars furnished by them in the application are correct in all respects. Candidates failing to bring the relevant original and photocopy of testimonials will be disqualified. At any stage of the Selection Process, if the particulars provided by the candidate in the application or testimonials supplied are found incorrect/false or not meeting the eligibility requirements prescribed for the post, the candidature is liable to be rejected and, if appointed, services will be terminated without giving any notice or reasons thereof.
- g) The management reserves the right to change/ alter any of the condition of this notification, if so warranted.
- h) Any canvassing by or on behalf of the candidate or bringing political or other outside influence with regard to their engagement/selection will be considered a DISQUALIFICATION.

FORMAT OF APPLICATION

To:

General Manager (Engg.),
Air India Engineering Services Ltd. (NR)
New Engineering Complex
Sahar, Vile Parle (East)
Mumbai - 400099

Paste recent
colour
Photograph
and sign across

POSITION APPLIED FOR: **UTILITY HANDS**

1/a Full Name (in Block letters): _____
First Middle Surname

1/b) Father's Name: _____

2. Date of birth (DD/MM/YYYY)
: _____

3. Place and State of Birth: _____

4. Mailing Address: _____

_____ Pin Code: _____

a) Telephone No. (Residence with STD Code): _____

b) Mobile: _____ c) E-mail (mandatory) _____

5. Gender (Please tick whichever applicable): MALE/FEMALE

6. Marital Status: Mark "X" in appropriate Box

Unmarried	Married	Divorcee	Widow(er)	Separated

7. A) Nationality: _____ B) Religion: _____

8. i) Do you have fluency in English : Yes/No
 ii) Conversant with local language : Yes/No

9. a) Whether SC/ST/OBC/GEN/OTHERS: (Also mention sub-caste):

	SC	ST	OBC	GENERAL	OTHERS
Sub Caste					

(Indicate category to which you belong by marking "X" in the appropriate Box and also mentioned sub-caste.

- i) If SC/ST - attach copy of the caste certificate as per Central Govt. Format.
 ii) If OBC, furnish current certificate including the "Non-Creamy Layer Clause". OBC Community should be as per the Central List of OBCs published by the Govt. of India.

b) **Whether Ex-Servicemen** : **YES/NO**

(If yes, furnish details of service, position held, date of release, details of experience after release (attach copies of relevant documents).

c) **Whether working in any Govt./Semi-Govt./Public Sector Undertaking or autonomous body.**

(If "YES" enclose "No Objection Certificate") **YES/NO**

10. Educational/Technical Qualifications: (Matriculation/SSC onwards):

Examination(s) passed	Name of the University/ Institution	Date, Month & Years of passing	Duration	Percentage of Marks (%)
SSC(10 th Standard)				
10+2 (HSC)				
Graduation				

Details of current valid driving licence.

(Copy of the driving licence to be attached)

Candidate **must carry** all original testimonials along with a set of photo copy of SSC, HSC and Graduation (inclusive of Mark sheets, passing certificates.)

11. Experience: (Candidates must carry experience certificates to substantiate five years of Aviation Industry /Airlines Experience) The total experience indicated in the columns should not be less than five years.

Name of the organization	Post Held	Period		Nature of job
		From	To	

12. Particulars of Demand Draft (in favour of Air India Engineering Services Ltd. Payable at Mumbai.

Name & address of the issuing bank	Date of issue	Demand Draft No.	Amount Rs.

Declaration: I hereby certify that the foregoing information is best to my knowledge and belief. I have not suppressed any material fact or factual information in the above statement. I am aware that in case I have given wrong information or suppressed any material fact or factual information, or I do not fulfill the eligibility criteria according to the advertisement, then my candidature will be rejected/services terminated at any time without giving any notice or reason therefore.

13. Place:

14. Date:

(SIGNATURE OF THE APPLICANT)

DECLARATION

I hereby declare that the above information is correct to the best of my knowledge and belief. I also undertake that if I have suppressed any factual information, my candidature may be rejected.

Date:

(SIGNATURE OF THE APPLICANT)

TO BE FILLED IN BY SC/ST CANDIDATES ONLY

AIR INDIA ENGINEERING SERVICES LTD :: WESTERN REGION :: MUMBAI

To:
The General Manager (Engg)
AIESL, WR, Mumbai

Dear Sir,

Sub: Claim for Reimbursement of Second Class Rail/Bus Fare – Walk In / Interview for the post of **Utility Hand** held on _____ at Mumbai.

Name	
Community Status	SC / ST
Address	
Whether Working	Yes / NO
IF Yes, Please Specify	Govt. / Semi Govt. / Public Sector Undertaking / Autonomous Body
Distance from Address to the Venue	kms
II Class Rail Fare by the shortest route	Rs.
II Class Bus Fare by the shortest route	Rs.
Travelled By	Rail / Bus / Any Other

Actual Fare as per the tickets enclosed	Rs.	(To)
	(+) Rs	(Fro)
	Total Rs	
Bank Name		
Bank Address		
Bank IFSC Code		
Bank MICR Code		
Cancelled Bank Cheque Copy		

I state that the above information is true and correct. In case, I do not fulfill the eligibility criteria for the post, at any time of the Engagement process, my candidature may be cancelled.

I attach herewith, copies of (1) Community Status, (2) Original To & Fro Tickets and (3) Xerox Copy of Cancelled Blank Cheque Leaf along with this application for Reimbursement.

Signature:

Name:

Encl:a.a.

Date :