AAI CARGO LOGISTICS & ALLIED SERVICES COMPANY LIMITED
[A 100% Subsidiary of Airports Authority of India]
www.aaiclas.aero

Engagement Advertisement No. 04/2023

Applications are invited **from energetic and Medically fit Indian Nationals who have passed Graduation or equivalent examination (in any stream) with minimum 60% marks & above and/or equivalent CGPA (55% for candidates belonging to SC / ST category – subject to submission of valid certificate),** in the attached prescribed proforma on or before 19.03.2023 till 23:59 hours, for their engagement as Security Screener (Fresher) on Fixed Term Contract basis for a period of three years.

Name of Position	Total Number ofPositions
Security Screener (Fresher)	**400 (Pan India)** Station of posting to be decided by the company as per its need)

*****The number of positions & stations may be changed with the sole discretion of AAICLAS Management. The engagement shall be in phased manner as per requirement. AAICLAS Management reserves the right for change/cancellation of part or full advertisement/number of positions/venue/procedure/date/time. In case of requirement of manpower at any other new stations, the selected/panel candidates may be positioned at such locations, as per the requirement of the company. The decision of the AAICLAS Management shall be final and binding under all circumstances. AAICLAS reserves the right to increase or decrease or scrap (in part or full) these positions etc. depending upon the present/future requirements.

2. APPLICATION FEE:

Rs.750 (Rs. Seven hundred fifty only)
(No fee for SC*/ST* & women candidates)

*Subject to submission of valid certificate issued by appropriate authority.

3. AGE CRITERIA:

I. Age criteria - not more than 27 years as on 19.03.2023.

II. Age relaxation - 5 years for SC/ST candidate, 3 years for OBC & 5 years for ex- serviceman

4. Selection Procedure:

1. The eligible candidates have to fill online application form through the official website of AAICLAS (www.aaiclas.aero) under "career" column against Engagement Advertisement No. 04 of 2023.

2. Only the following to be attached with the application form :-

- 10th Std / Matriculation only Certificate
- Graduation Certificate/Degree or Provisional Degree Certificate
- Graduation Mark-sheet
- Caste/Category Certificate (if any)
- Aadhar Card Copy
- Paste one recent passport size coloured photograph on application form
- If Ex-serviceman – attach documents
- Document related to Point No.16 above, if Yes.
- Application Fee (online)
- Latest passport size coloured photograph (max 20KB size)
- Scanned signature (max 20KB size)

3. The short-listed candidates will have to undergo the following procedure before engagement, as per the sequence to be decided by the company : -

   i. Eye/ Color blindness examination.

   ii. Should have unimpaired vision and hearing ability.

   iii. Ability to recognize objects – highlighted by X-ray equipment.

   iv. Good oral and written communication skills.

   v. Good physical strength and ability.

   (No TA/DA shall be payable for attending the examination/interaction/Medical Examination etc.).

4. A written examination shall be conducted followed by interaction and documents verification etc., for which the venue be informed in call letter, to be sent on the registered E Mail ID of the candidate(s). Candidates having NCC "C" level certificate, may be exempted from appearing in written examination and can directly be called for interaction, subject to medical fitness and good physical strength.

5. The minimum percentage of passing marks in the written examination to be conducted by the company shall be 60%. The written examination shall be qualifying one. And the minimum number of percentage/marks in interaction shall be 50%. Based on the marks obtained by the candidates in interaction a list of provisionally selected candidates shall be made and published on the website of AAICLAS, subject to fulfilling all the eligibility criteria.

5. Station of Posting:

Pan India. The posting shall strictly be as per the requirement of the Company.

6. RESERVATIONS :: The reservations wherever applicable in respect of SC, ST, OBC, EWS, EXSM etc., as per rules, subject to availability of valid certificates issued by appropriate government.

7. Pay and Allowances

7.1 All the provisionally selected & joined candidates, being fresher, will initially be given a stipend of Rs.15,000/-* per month. Thereafter on passing the requisite training examinations (for which fee and TA/DA to be paid by AAICLAS) the stipend be converted to full monthly remuneration, as per the following detail.

7.2 During stipend period only one casual leave per month shall be payable, on pro-rata basis. The contract of three years shall be started after passing of all certification examinations and not from the date of joining on stipend.

7.3 The consolidated monthly remuneration after passing of all certification examinations shall be Rs.30,000/- per month (inclusive of all) during first year; Rs.32,000/- during second year and Rs.34,000/- during third year. However, the employer PF Contribution, Gratuity (if any), Leaves as per rules of the Company, Medical Policy Reimbursements upto a maximum of Rs.10,000/- per annum, shall be extra. Ex-gratia, if any, shall also be extra once in a year.

7.4 The PF Contribution shall be equivalent to the basic of Rs.15000/-.

7.5 The TA/DA/Lodging & Boarding (if be deputed on tour) shall be equivalent to three tier AC rail fare.

7.6 The Leaves: Privilege Leave – 18 in a year + 12 Half Pay Leave (sick leave) + 9 CL + 2 RH. These shall be applicable only after passing of all certifications.

7.7 Medical Insurance: A maximum of Rs.10,000/- per annum shall be reimbursed on account of purchase of Medical Insurance by the personnel for self & dependent family members, on production of duly certified tax invoice/receipt thereof, in case he/she is not getting medical benefits from any other source.

7.8 Gratuity, if any, as per Gratuity Act or applicable rules, in case be applicable.

8. **TRAINING AFTER REPORTING/JOINING :** Only during the first attempt, all the following trainings to be arranged by AAICLAS at its own expenses. All arrangements e.g. travelling etc. for undergoing training shall also be made by AAICLAS, as per the entitlement of the candidate/personnel :-

S. No.	Training/OJT	Duration (working days)	Remarks
01	AVSEC Induction course	05 days	Conducted at BCAS approved ASTIs of Airport Operator/ Airline
02	At Airport/RA	03 Months	Complete 3 months in civil aviation security operations before appearing for BASIC AVSEC
03	AVSEC BASIC Course	14 days	
04	At Airport/RA	One month	Complete minimum 40 hours OJT on Security Equipment under guidance.
05	Screener's pre-certification course	03 days	Conducted at approved ASTI of Airport Operator
06	Testing & Certification of Screener (Stand Alone)	02 days	Conducted by BCAS

8.2 All the above trainings shall be completed within a period of six months and maximum two attempts to be given to each candidate for qualifying these examinations. In case during first attempt one candidate shall not qualify the above examinations, the monthly stipend of Rs.15,000/- shall be reduced to Rs.10,000/- per month and in case during second attempt, the same candidate shall also not be able to qualify the above trainings/examinations, his/her fixed term contract shall cease to be over, without any further notice etc. Further, in case the candidate/provisionally selected candidate remains fail during first attempt of trainings, then for second attempt all the training costs (for the first phase of trainings) including the TA/DA & accommodation charges etc. shall be borne by the candidate himself/herself and only the nomination shall be made by the company that too in case the candidate be ready for the same otherwise his/her fixed term contract shall be treated as closed/cancel/void for all purposes.

9. General Conditions

1) Candidate must be a citizen of India. Please note that the eligibility criteria specified herein are the basic criteria for applying the post. Candidates must necessarily produce the relevant documents pertaining to nationality, age, educational qualifications etc. in original along with a photocopy thereof in support of their identity and eligibility, as and when be called/asked for.

2) The short-listed/provisionally selected candidates will be considered for engagement on a Fixed Term Contract basis (FTC) initially for a period of three year. The period of one year will be treated as probation period and on successful completion of probation period, the period of engagement will be considered for extension at the sole discretion of the Management of AAICLAS. Selected candidates will have to join the station of engagement, then only the engagement will come into force. Thethree years period shall be started after successfully qualifying the required trainings/examinations. After passing of screener's examination the probation of one year be started for counting.

3) After selection, the candidates have to provide surety bond of Rs.1,50,000/-, on non-judicial stamp paper of Rs.100/- (duly notarized) that in case of non-completion of period of engagement of contract i.e. 3 years after completion of training as per above schedule, he/she shall refund Rs.1,50,000/- to AAICLAS.

4) The reservations applicable in respect of SC, ST, OBC, EWS, Ex- Servicemen will be as per rules/applicability, subject to availability of valid certificate for the same.

5) Please ensure that in case at any stage it be found that any wrong/false information is given by the candidate, the candidature of the said candidate be treated as cancelled/VOID without assigning any reason whatsoever. In case the wrong/false information comes to the notice of the management at a later stage, the engagement be treated as cancelled and necessary recovery be made in addition to action, as per rules.

6) **Valid E-Mail ID**: The E-Mail ID entered in the online application form should remain active until the engagement process is completed. No change under any circumstances in the e-mail id will be allowed once entered. All correspondence regarding this recruitment shall be made on registered e-mail ID only

7) For the complete selection process, no reimbursement w.r.t. TA/DA shall be made in thisregard.

8) The job is transferrable to any location in India, strictly as per the need of the company.

9) The applicant must ensure that they fulfil all the eligibility criteria and that the particulars furnished by him/her in the application are correct in all respects. At any stage of the Selection Process, if the particulars furnished by the applicants in the application or testimonials attached/provided are found to be incorrect / false, or not meeting with the eligibility criteria prescribed for the position, the candidature is liable to be rejected and, if engaged, engagement will be terminated, without giving any notice or reasons thereof.

10) Any canvassing by or on behalf of the candidate or bringing political or other outside influence, with regard to their engagement / selection shall be considered as DISQUALIFICATION.

11) The decision of AAICLAS Management regarding the eligibility criteria, acceptance or rejection of applications, mode of selection to the position etc. shall be final and binding on all the candidates. Merely fulfilling the minimum qualifications, experience and other requirements will not vest any right on candidates for being called for tests/selection process etc. No correspondence willbe entertained from candidates found ineligible or not called for test/selection process, if any.

12) AAICLAS reserves the right to modify/ alter/ restrict/ enlarge/ cancel the engagement/ selections process (in part or full), if need so arises, without issuing any further press notice or assigning any reason whatsoever. The decision of the AAICLAS Management will be final and no appeal will be entertained in this regard.

13) AAICLAS will not bear any liability on account of service bond/salary/leave salary /pension contribution etc. if any, of previous employment of any candidate working in Central/ State Government/Autonomous Body/ Public Sector Undertaking.

14) Link to the Prescribed format of Application is available online, which shall be activated after Registration/login under the "career" page of AAICLAS official Website www.aaiclas.aero against Advertisement No. 04 of 2023.

15) The engagement will be on need basis and will be made in phased manner, as per requirement of the company.

16) All further announcements/ details pertaining to this process will only be published/ provided on AAICLAS official website www.aaiclas.aero from time to time. Even if there is any change in advertisement clause etc., then also the same be published on the website of AAICLAS only and no further amendment/advertisement/corrigendum etc. to be published in newspapers, which is related to this particular advertisement.

17) The Contract could be terminated earlier at the discretion of the Management during the validity of the contract, and/or in the event of unsatisfactory performance.

18) The Notice period for resignation or leaving the company shall strictly be for three months.

19) The selected candidates have to perform all the screening and allied services including operation etc., as per the requirement of the company.

20) In case of any query you may write to AAICLAS helpdesk at hr.chq@aaiclas.aero and in case no reply be received within 2 working days, only then you may call on 011-24667733.

21) Character Certificate will be required at the time of joining, from previous organization (if any) and police verification shall be carried out as per BCAS Norms.

22) After selection and acquiring of all trainings/certificates, one has to keep his/her all BCAS / AVSEC Certification valid at all the times and they themselves have to undergo for refresher course if any, for which the assistance/letter, special leave for the training, TA/DA (to and fro) from stationof posting to the place of training (as per eligibility) and applicable fee beborne by AAICLAS.

23) Though preference shall be given for choice station of posting, however, just by opting any station in the application form does not reserve any right of posting at such station, the positioning of selected candidate shall be strictly as per the need of the company.

10. HOW TO APPLY:

10.1 **The very first step for filling the Application Form.** Each candidate has to register himself/herself on the link given in the website of AAICLAS under "career" column against Engagement Advertisement No. 04 of 2023. For registration, each candidate has to keep handy his/her e.mail ID and valid mobile number. PLEASE MAKE NOTE THAT ALL COMMUNCIATIONS BY AAICLAS SHALL ONLY BE MADE ON THE REGISTERED E.MAIL ID OF THECANDIDATES AND NOT BY POST. So keep remember the e.mail ID, Mobile Number and Password used at the time of registration and note it down for all references.

10.2 Go to the AAICLAS Website www.aaiclas.aero then go to the "career" column. View the detailed advertisement No. 04 of 2023. In case you meet the eligibility, press the given link under career column and register yourself as guided above.

10.3 After registration, start filling the application form for the position. While applying on- line, candidate should keep the scanned copy of their recent passport size colorphotograph & scanned signature (in format *.jpg or *.jpeg file only) maximum size 20 KB each. After filling all column & attaching photo and signatures and other documents as detailed in para 4 (2) of this advertisement, the formwill redirect you to make payment option. Press that button and deposit application fee online. Please make note of the payment deposited acknowledgement number and date for filling the same in application form (in case be desired so). On submission of requisite fee, your filled-in form shall automatically again beopened (or get it re-open by your created ID) and after submission of the fee detail etc., press submit button to finally submit the application form.

10.4 Please ensure that in case at any stage it be found that any wrong/false informationis given by the candidate, the candidature of the said candidate be treated as cancelled without assigning any reason whatsoever. In case the wrong/false information comes to the notice of the management at a later stage, the engagement be treated as cancelled and necessary recovery be made in addition toaction, as per rules.

10.5 Valid E-Mail ID: The E-Mail ID entered in the online application form should remainactive until the engagement process is completed. No change under any circumstances in the e-mail id will be allowed once entered. All correspondence regarding this recruitment shall be made on registered e-mail id only.

11. FURTHER ANNOUNCEMENTS ABOUT THIS ENGAGEMENT:

All further announcements/ details pertaining to this process will only be published/provided on AAICLAS official website www.aaiclas.aero from time to time,including link of the interaction and results / amendments (if any) etc.

12. DISCLAIMER

In case it is detected at any stage of engagement that a candidate does not fulfil theeligibility norms and / or that he / she has furnished any incorrect / false informationor has suppressed any material fact(s), his /her candidature will stand cancelled. If any of these shortcomings is / are detected even after engagement, his /her servicesare liable to be terminated without any notice or any amount in lieu of notice. Decisions of AAICLAS in all matters regarding eligibility, other tests and selection would be final and binding on all candidates. No representation or correspondence will be entertained by AAICLAS in this regard.

13. The last date for filling-up the online application forms with submission of the fee is 19.03.2023 till 23:59 hours. No physical applications/applications through post/by hand shall be entertained. Only online applications are acceptable.

Jt. General Manager (HR)
for Chief Executive Officer
AAI Cargo Logistics & Allied Services Company Ltd
AAICLAS Complex, Delhi Flying Club Road
Safdarjung Airport, New Delhi – 110003
hr.chq@aaiclas.aero

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ENGAGEMENT ADVERTISEMENT NO. 04 of 2023

FORMAT OF APPLICATION

Paste Recent colour Photograph & sign across

POSITION : **SECURITY SCREENER (FRESHER)**

STATION OPTED FOR POSTING: _____

(Just by Opting the Station does not confirm the right of the candidate for positioning on this station, the posting shall be Strictly as per the requirement of the company and that will be binding on provisionally selected candidates)

1. Full Name: (In BLOCK letters)

_____

First *Middle* *Surname*

2. Father's Name: _____

3. Date of Birth: (DD / MM / YYYY) _____ Age _____ Years

4. Place and State of Birth: _____ /_____

5. Address for correspondence: _____

_____

_____

State:_____ **Pin Code: _____**

Permanent Address: _____

_____

State:_____ Pin Code: _____

Telephone No: (Residence with STD Code): _____

Mobile No.: _____ Alternate Mobile No.: _____

Email ID:

6. Gender : Male / Female / _____

7. Marital Status : Mark **'X'** in appropriate box.

Unmarried	Married	Divorcee	Widow (er)	Separated

8. Nationality: _____ 9. Religion :_____

10. Mother Tongue _____ 11. PAN No :_____

12. (a) Aadhar No.:_____ (b) Passport No. _____
(if available)

(c)Date of Issuance of Passport _____ Valid upto _____

13. a) Whether SC / ST / OBC / General (ALSO MENTION SUB-CASTE) (Indicate Category to which you belongs, by marking **'X'** in the appropriatebox.)

Name of Sub-Caste	SC	ST	OBC	OBC (NCL)	General	EWS

If belongs to SC / ST / OBC / EWS – attach copy of self attested Certificate.

If OBC, furnish current Certificate including the "Non Creamy layer clause". OBC communityshould be as per the Central List of OBCs published by the Government of India

b) Whether Ex-Serviceman : Yes / No

If 'Yes', furnish details of service, last position held, date of release, details of experienceafter release (attach copies of relevant documents)

c) Whether from Police Services : Yes / No(if yes, Furnish details)

d) Whether working in any Govt : Yes / NoSemi-Govt. / Public Sector Undertaking or autonomous body

If "Yes", enclose "No Objection Certificate"

14. Education Qualifications: (Matriculation / SSC onwards)

Examination(s) Passed (specify Degree e.g. BA/BSc/ B.Com / B.Tech etc.	Name of the University / Institution	Date, Month & Year of Passing	Duration	Percentage of marks (Class /

15. Work Experience (if any):

Organisation	Post Held	Period of Service		Nature of Job
		From	To	

16. i (a) Is any case pending against you with the police or court? Yes No
(b) If Yes, furnish full details on a separate sheet of paper

ii (a) Where you ever arrested? Yes No
(b) If Yes, furnish full details.

17. Do you in Possession of NCC "C" Level Certificate :: Yes / No
(if yes, please attached self attested copy of the same)

18. Relatives working with AAI / AAI Cargo Logistics & Allied Services Company Ltd. / Civil Aviation / Airport / Airport Operator :

Name	Designation	Company / office	Relationship

19. Declaration**: I hereby certify that the foregoing information is correct to the best of 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 fulfil the eligibility criteria according to the advertisement, my candidature will be rejected / contract be terminated without giving any notice/remuneration or assigning reasons therefore.

(Signature of applicant)

Place _____

Date : _____March, 2023

List of Documents (self attested copies) to be attached with the Application :

i) 10th Std / Matriculation only Certificate
ii) Graduation Certificate/Degree or Provisional Degree Certificate
iii) Graduation Mark-sheet
iv) Caste/Category Certificate (if any)
v) Aadhar Card Copy
vi) Paste one recent passport size coloured photograph on application form
vii) If Ex-serviceman – attach documents
viii) Document related to Point No.16 above, if Yes.
ix) NCC "C" Level Certificate, if available.
ix) Application Fee (online)

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