



## AI AIRPORT SERVICES LIMITED

(Formerly known as AIR INDIA AIR TRANSPORT SERVICES LIMITED)

Regd. Office: 2nd Floor, GSD Building, Air India Complex, Terminal-2, IGI Airport, New Delhi-110037 CIN:  
U63090DL2003PLC120790

Ref No: AIASL/05-03/729

Date: 23.01.2023

### **WALK -IN RECRUITMENT EXERCISE AT AHMEDABAD AIRPORT**

**AI AIRPORT SERVICES LIMITED** (formerly known as Air India Air Transport Services Limited) (AIASL) wishes to fill in existing vacancies as per the estimated requirements and maintain a wait-list for vacancies arising in future. **Indian Nationals (Male & Female)** who meet with the eligibility criteria stipulated as mentioned herein, may apply for various posts at **SARDAR VALLABHAI PATEL INTERNATIONAL AIRPORT, AHMEDABAD** for ground duties on a Fixed Term Contract basis which may be renewed subject to their performance and the requirements of the AI Airport Services Limited. Number of vacancies given below are indicative and may vary as per the operational requirement.

The reservation will be as per the Presidential Directives. The actual reservation of vacancies would depend upon the prevailing strength at the time of appointment.

AI Airport Services Limited (AIASL) is under Ministry of Civil Aviation (MOCA) and formed with an aim to provide unified Ground Handling services (Ramp, Passenger, Baggage, Cargo Handling and Cabin Cleaning).

AI Airport Services Limited is a leading Ground Handling Service provider in India and offers Ground Handling Services at major airports in India. AIASL presently provides Ground Handling Services at 82+ airports. Apart from handling the flights of Air India, Air India Express & Alliance Air also provided for 51 foreign scheduled airlines, 4 domestic scheduled airlines, 8 Seasonal charter airlines, 23 foreign airlines availing Perishable Cargo handling.

From being the first and only Ground Handler in India to handle the Airbus A380 on its maiden flight to India, to handling the futuristic 787 Dreamliners at major Airports in India,

#### **Vision:**

- To be the Leader in providing World Class Ground Handling services at all Indian Airports and expand Globally.

#### **Mission:**

- Provide safe, reliable and on-time services
- Deliver the highest quality of service at all Indian Airports
- Provide State-of-the-Art Ramp Equipment
- Be the epitome of Indian Hospitality

**Processes:**

- Continuously improve standards of safety and efficiency
- Continuous modernization and upgrade of ramp equipment

**People:**

- To maintain an energetic, qualified & a highly motivated professional team □  
Maintain high degree of work ethics

Sr.No	Station	Position	No. of Vacancies	Date & Time	Venue
1	<b>Ahmedabad</b>	Customer Service Executive	11	7 <sup>th</sup> & 8 <sup>th</sup> Feb, 2023 09:30 hours to 12:30 hours	<b>Hotel Pristine Residency. Airport Road, Next to S.V.P. International, Sardarnagar, Hansol, Ahmedabad, Gujarat-382475</b>
2		Jr. Customer Service Executive	25	7 <sup>th</sup> & 8 <sup>th</sup> Feb, 2023 09:30 hours to 12:30 hours	
3		Utility Agent Cum Ramp Driver	7	9 <sup>th</sup> , 10 <sup>th</sup> & 11 <sup>th</sup> Feb 2023 09:30 hours to 12:30 hours	
4		Handywomen	45	9 <sup>th</sup> , 10 <sup>th</sup> & 11 <sup>th</sup> Feb 2023 09:30 hours to 12:30 hours	
5		Handyman	36	9 <sup>th</sup> , 10 <sup>th</sup> & 11 <sup>th</sup> Feb 2023 09:30 hours to 12:30 hours	
6		Handyman (Cleaners)	20	9 <sup>th</sup> , 10 <sup>th</sup> & 11 <sup>th</sup> Feb 2023 09:30 hours to 12:30 hours	
7		Duty Officer	6	12 <sup>th</sup> & 13 <sup>th</sup> Feb, 2023 09:30 hours to 12:30 hours	
8		Jr. Officer-Technical	4	12 <sup>th</sup> & 13 <sup>th</sup> Feb, 2023 09:30 hours to 12:30 hours	
9		Jr. Officer-Passenger	12	12 <sup>th</sup> & 13 <sup>th</sup> Feb, 2023 09:30 hours to 12:30 hours	

Sl. No	Position	Stations	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
01	Customer Service Executive	Ahmedabad	<p>Graduate from a recognized university under 10+2+3 pattern.</p> <p>Preference will be given to candidate having Airline/GHA/Cargo/Airline Ticketing Experience or Airline Diploma or Certified course like Diploma in IATA-UFTAA or IATA-FIATA or IATADGR or IATA CARGO.</p> <p>Should be proficient in use of PC.</p> <p>Good command over spoken and written English apart from that of Hindi.</p>	Rs.21,300/-	<p>GEN: 28 Years</p> <p>OBC: 31 Years</p> <p>SC/ST: 33 Years</p>

**Nature of Job Function – Customer Service Executive:**

At the Airport, mainly Passenger Check-in, Airline ticket reservation, Boarding and all Terminal Functions. Passenger as well as Airlines satisfaction is the key requirement. Work pattern will be three shifts including night shift irrespective of gender and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and Privilege Leave and eligible for EPFO etc. as per eligibility.

Sl. No	Position	Station	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
02	Jr. Customer Service Executive	Ahmedabad	<p>10+2 from a recognized board.</p> <p>Preference will be given to candidate having Airline/GHA/Cargo/Airline Ticketing Experience or Airline Diploma or Certified course like Diploma in IATA-UFTAA or IATAFIATA or IATA-DGR or IATA CARGO.</p> <p>Should be proficient in use of PC.</p> <p>Good command over spoken and written English apart from that of Hindi.</p>	Rs.19,350/-	<p>GEN: 28 Years</p> <p>OBC: 31 Years</p> <p>SC/ST: 33 Years</p>

**Nature of Job Function – Jr. Customer Service Executive:**

At the Airport, mainly Passenger Check-in, Airline ticket reservation, Boarding and all Terminal Functions. Passenger as well as Airlines satisfaction is the key requirement. Work pattern will be three shifts including night shift irrespective of gender and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and Privilege Leave and eligible for EPFO etc. as per eligibility.

Sl. No	Position	Station	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
03	Utility Agent Cum Ramp Driver	Ahmedabad	SSC /10th Standard Pass.  Must Carry Original Valid HMV Driving License at the time of appearing for trade test.	Rs.19,350	GEN: 28 Years OBC: 31 Years SC/ST: 33 Years

**Nature of Job Function – Utility Agent Cum Ramp Driver:**

Mainly to drive the heavy vehicle like Tractor, Bus and Ground Service Equipment upon Training and also Equipment maintenance.

HMV license to be must for the above both positions and candidates already applied and successfully completed RTO driving test can also apply but at the time of Selection, the candidate must be in possession of the HMV license. Passenger safety as well as Aircraft safety will be the key requirement. Work pattern will be in Three Shift including night shift and on weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and eligible for EPFO & ESIC etc. as per eligibility.

Sl. No	Position	Stations	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
04/ 05/ 06	Handyman/ Handyman (Cleaners)/ Handywomen	Ahmedabad	SSC /10th Standard Pass.  Must be able to read and understand English Language.  Knowledge of Local and Hindi Languages, i.e., ability to understand and speak is desirable.	Rs.17,520/-	GEN: 28 Years OBC: 31 Years SC/ST: 33 Years

**Nature of Job Function – Handyman:**

At the Airport, mainly Baggage/Cargo Loading and offloading from the aircraft, trolleys, etc. Passenger as well as Airlines satisfaction is the key requirement. Work pattern will be in Three Shift including night shift and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and eligible for EPFO & ESIC etc. as per eligibility.

**Nature of Job Function – Handyman (Cleaners):**

At the Airport, mainly Cabin Cleaning of the Aircraft, in addition to Baggage /Cargo Loading and offloading from the aircraft, trolleys, etc. Passenger as well as Airlines satisfaction is the key requirement. Work pattern will be in Three Shift including night shift and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and eligible for EPFO & ESIC etc. as per eligibility.

**Nature of Job Function – Handywomen:**

At the Airport, mainly assisting wheelchair passengers and other passengers in addition to Cabin Cleaning of the aircraft, etc. Passenger as well as Airlines satisfaction is the key requirement. Work pattern will be in Three Shift including night shift and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and eligible for EPFO & ESIC etc. as per eligibility.

Sl. No	Position	Stations	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
07	Duty Officer	Ahmedabad	<p>Graduate from a recognized university under 10+2+3 pattern with 12 years' experience, out of which at least 04 years must be in a managerial or supervisory capacity in Passenger and/or Ramp and/or cargo handling functions with an Airline or Airport Operator or BCAS approved Ground Handler appointed by any Airport Operator at any airport or in combination thereof.</p> <p>Well conversant with computer operations.</p>	Rs.32,200/-	50 years

**Nature of Job Function – Duty Officer:**

At the Airport, mainly Passenger Check-in, Airline ticket reservation, Boarding and all Terminal Functions. Passenger as well as Airlines satisfaction is the key requirement. You will be responsible for the overall control of the shift. Managing and controlling manpower on the shift in order to optimise utilisation and to maintain staff moral and discipline. Resolving customer problems and complaints effectively across all departments including customer relations and providing resolutions for complaint handling. Work pattern will be three shifts including night shift irrespective of gender and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and Privilege Leave and eligible for EPFO etc. as per eligibility.

Sl. No	Position	Stations	Qualifications & Experience	Salary in INR Per Month	Upper Age Limit
08	Jr. Officer-Passenger	Ahmedabad	<p>Graduate from a recognized university under 10+2+3 pattern with 09 years experience, in any of the area or combination thereof, of fares, reservations, ticketing, computerized passenger check-in / cargo handling.</p> <p>Or</p> <p>Graduate from a recognized university under 10+2+3 pattern with M.B.A. or equivalent in any discipline (2-years full time course or 3-years part time course) from a recognized university with 06 years aviation experience in any of the area or combination thereof, of fares, reservations, ticketing, computerized passenger check-in/ cargo handling.</p>	Rs.25,300/-	GEN: 35 Years OBC: 38 Years SC/ST: 40 Years

**Nature of Job Function – Jr. Officer - Pax:**

At the Airport, mainly Passenger Check-in, Airline ticket reservation, Boarding and all Terminal Functions. Passenger as well as Airlines satisfaction is the key requirement. Resolving customer problems and complaints effectively across all departments including customer relations and providing resolutions for complaint handling. Work pattern will be three shifts including night shift irrespective of gender and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and Privilege Leave and eligible for EPFO etc. as per eligibility.

Sl. No	Position	Stations	Qualifications & Experience	Salary in INR Per Month	Upper Limit	Age
09	Jr. Officer Technical	Ahmedabad	<p>Full time Bachelor of Engineering in Mechanical / Automobile / Production / Electrical / Electrical &amp; Electronics / Electronics and Communication Engineering from a recognized university.</p> <p>Must be in possession of LMV.</p> <p>Heavy Motor Vehicle (HMV) Valid Driving License to be produced maximum within 12 months or produce the HMV License within the minimum time frame as per the prevailing rules of the state government, from the date of joining. The incumbent has to apply for Heavy Motor Vehicle License immediately upon acceptance of offer. No increment will be extended before possession of HMV license.</p> <p>Preference will be given to those with aviation experience or GS Equipment/ Vehicle/Heavy earth movers equipment Maintenance with reputed GS Equipment manufacturer/Authorized Service Agency.</p>	Rs.25,300/-	GEN: 28 Years OBC: 31 Years SC/ST: 33 Years	

**Nature of Job Function – Jr. Officer - Technical:**

At the Airport, Delegate and assign duties, monitor the day-to-day activities of subordinates, assigning responsibility for specified work and/or functional activities within the framework set by management. Coordinate with overall ramp and commercial activities. Perform tasks and assignments as when assigned as per the requirement. Work pattern will be three shifts including night shift irrespective of gender and one weekly off on rotation basis. Career Progression based on performance and number of years. Entitled for Casual Leave, Sick Leave and Privilege Leave and eligible for EPFO etc. as per eligibility.

**Applicants meeting with the eligibility criteria mentioned in this advertisement, as on 01<sup>st</sup> February, 2023, are required to WALK-IN person, to the venue on the date and time specified above. Please notes the dates of the Walk-in.**

**SELECTION PROCEDURE:**

- Duty Officer/Jr. Officer-Passenger/Jr. Officer-Technical/Customer Service Executive/Jr. Customer Service Executive**

(a) Personal/Virtual Interview

(b)The company at its discretion may introduce Group Discussion, depending upon the response The selection procedure would be conducted on the same day or on the subsequent day(s).

Outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

## **2. Utility Agent cum Ramp driver**

(a)Trade Test comprise of Trade Knowledge and Driving test including Driving Test of HMV. Those passing the Trade Test alone will be sent for Interview.

(b) Personal/Virtual Interview

The selection procedure would be conducted on the same day or on the subsequent day(s).

Outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

## **3. Handyman(Cleaners)/Handyman/Handywomen**

(a) Physical Endurance Test (like Weight lifting, running). Those qualifying the Physical Endurance Test alone will be sent for Interview.

(b) Personal/Virtual Interview.

The selection procedure would be conducted on the same day or on the subsequent day(s).

Outstation candidates are advised to make their own arrangement of lodging and boarding at their own cost, if required.

### **HOW TO APPLY:**

Applicants meeting with the eligibility criteria mentioned in this advertisement, as on **1<sup>st</sup> February, 2023**, are required to **WALK-IN** in person, to the venue, on the date and time as specified above along with the Application form duly filled-in & copies of the testimonials/certificates (as per attached application format with this advertisement) and nonrefundable **Application Fee of Rs.500/-**

**(Rupees Five Hundred Only) by means of a Demand Draft in favor of "AI AIRPORT SERVICES LIMITED."**, payable at **Mumbai**. No fees are to be paid by Ex- servicemen / candidates belonging to SC/ST communities. Please write your Full Name & Mobile number at the reverse side of the Demand Draft.

Following documents are required, while appearing for interviews:

- a. A recent (not more than 3 months old) colored passport size photograph of the full face (front view) should be pasted neatly in the space provided in the application form.
- b. Self-attested copies of the supporting documents as mentioned in the Tabulation '**List of Documents (copies) to be attached with the Application**' of these Advertisement to be submitted along with the application. **Original Certificates should not be submitted along with the application but should be brought for verification.** The Company is not responsible for returning any original copy/ies of Certificates /Testimonials submitted with the application.
- c. Bring your valid Passport along with one set photo copy (if available).
- d. Candidates belonging to OBC category must submit a duly attested photocopy of the Caste Certificate in the format as prescribed by Government of India, 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 OBC Certificate produced by the candidates should be as per the Central List of OBCs published by the **Govt. of India and not by the State Government.**
- e. Eligible candidates working in the AI Airport Services Limited can also apply for the said post and if selected, they would be considered with service and pay protection.
- f. Applicants working in Government / Semi-Government / Public Sector Undertakings or autonomous bodies, must appear with the completed Application Form routed through proper channel or along with "No Objection Certificate" from their current employer.
- g. The advertisement for this recruitment is being published on our company website, hence please visit our company website [www.aiasl.in](http://www.aiasl.in).

Management reserves the right to change in above schedule/conditions, based on requirements.

**GENERAL CONDITIONS:**

- a. The short listed suitable candidates will be considered for engagement on a Fixed Term Contract basis subject to their turn in merit order, availability of vacancies in



consideration with reservation for SC/ST/OBC. The prospective candidate should be fit to carry out the duties of the post.

- b. Period of Contract: Fixed Term Contract basis, if offered. Presently the contract is for One year and same is renewable subject to assessment on the performance. This Contract could also be terminated earlier at the discretion of the Management during the tenure of contract, and/or in the event of unsatisfactory performance. The job is transferable to any station in India.
- c. Consideration of SC/ST/OBC/Ex-Servicemen/Economically Weaker Section candidates will be as per the Government Directives on reservation of posts.
- d. SC/ST candidates who are eligible for the post & residing beyond 80kms. from the venue and not employed in any Government / Semi-Government / Public Sector Undertaking or Autonomous Bodies, will be reimbursed second class to & fro rail / bus fare by the shortest route as per rules, subject to submission of a request in the prescribed format and on production of evidence to that effect.
- e. Applications which are unsigned / incomplete / mutilated / received by post / courier services will not be considered.
- f. The applicants must ensure that they fulfill all the eligibility criteria, as on **01<sup>st</sup> February, 2023**, and that the particulars furnished by them in the application are correct in all respects. At any stage of the Selection Process, if the particulars provided by the applicants in the application or testimonials attached/provided are found incorrect / false or not meeting with the eligibility criteria prescribed for the post, the candidature is liable to be rejected and, if appointed, services will be terminated, without giving any notice or reasons therefore.
- g. 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**.
- h. Prescribed format of Application is given below: