



**AAI CARGO LOGISTICS & ALLIED
SERVICES COMPANY LTD.
(An AAI Subsidiary)**

CIN : U74990DL2016GOI304348

AAICLAS is a fully owned cargo subsidiary of Airports Authority of India for development and operation of air cargo and related logistics business at its airports as well as potential overseas business opportunities. To expand its functions AAICLAS requires:

**DRIVER CUM SECURITY GUARD
AT KOLKATA & CHENNAI**

For further details regarding salary structure, qualification, age, date & venue, selection process etc. candidates may see the detailed advertisement on AAICLAS website: www.aiclas-ecom.org under "CAREER" section. For clarifications kindly contact: 7290025598



AAI CARGO LOGISTICS & ALLIED SERVICES COMPANY LIMITED
[A 100% Subsidiary of Airports Authority of India]
AAICLAS COMPLEX, DELHI FLYING CLUB ROAD
SAFDARJUNG AIRPORT, NEW DELHI-110 003

**ENGAGEMENT OF DRIVER CUM SECURITY GUARD AT CHENNAI & KOLKATA ON
FIXED TERM CONTRACT BASIS**

AAI Cargo Logistics & Allied Services Company Limited (AAICLAS) India is looking for bright and energetic Indian Nationals to join us on a Fixed Term Contract basis for a period of three years as per the below mentioned vacancy details:

Sr. No.	Name of the Post	Name of the Station	No. of Vacancies
1.	Driver Cum Security Guard	Kolkata	03
		Chennai	05

Consideration of SC/ST/OBC Candidates will be as per Government Directives on reservation of Posts.

1. ELIGIBILITY CRITERIA FOR DRIVER CUM SECURITY GUARD AS ON 01.05.2021:

1.1 Educational Qualifications (Essential):

Minimum 12th Standard (10+2) in any discipline with ability to speak in Hindi, English and conversant with local language.

Experience (Essential):

Minimum 02 years of experience of Indian Civil Aviation Security and/or with valid 05 Days AVSEC Induction Course as per BCAS Regulations or Armed Forces/Para Military Forces. Preference will be given to personnel from MT Section of Armed Forces & Para Military Forces.

1.2 Other Qualifications:

- (a). Must have Government Valid Driving License from RTO of Light/Heavy Motor Vehicle.
- (b). Knowledge of Tools/ Equipment in the vehicle and Basic technical check before the trip.
- (c). Preference will be given to individual having Valid Passport issued in last five years from the date of release of this advertisement or Current Police Criminal Background Check Certificate.

1.3 Upper Age Limit as on 01.05.2021: Not above 40 years & age relaxation for Armed Forces & Para Military Forces as per applicable law.

- 1.4 **Emoluments:** Rs. 25,000/- per month (including Provident Fund) plus applicable allowances & benefits such as OTA, Night Shift Allowance, Uniform, Stitching Charges etc.

2. SELECTION PROCEDURE:

Candidates who fulfil the eligibility criteria would be required to appear for Interview on the date, time and venue as informed by AAICLAS in due course of time.

3. HOW TO APPLY:

- 3.1 Candidates meeting the eligibility criteria **as on 01.05.2021**, are advised to send their duly filled in Application Form (available on the Company website www.aaiclas-ecom.org) ***latest by 28th June 2021*** to the **'The Deputy General Manager (HR), AAI Cargo Logistics & Allied Services Company Limited, AAICLAS Complex, Delhi Flying Club Road, Safdarjung Airport, New Delhi-110 003'** along with:

- a) Demand Draft of Rs. 500/- in favour of **'AAI Cargo Logistics & Allied Services Company Limited'** payable at **'New Delhi'** (Not applicable for SC/ST/Ex-Servicemen/Female candidates)

- b) Self-attested copies of all Certificates/Testimonials in support of Date of Birth, Educational Qualification;
- c) Caste Certificate (for SC/ST/OBC Candidates) (self-attested)
- d) Discharge Certificate (for Ex-Servicemen) (self-attested)
- e) Experience Certificate (self-attested)
- f) Copies of Airport Entry Permit issued by BCAS, if any;
- g) Two (02) recent passport size photographs.

Please note that No original certificate is to be submitted with the Application Form. Although, Candidates are required to bring all Original Certificates at the time of interview for verification purpose only.

3.2 Candidates meeting the eligibility criteria as on 01.05.2021, are required to appear for Interviews on the date, time and venue as informed by AAICLAS in due course of time along with all Original Certificates/Testimonials in support of Date of Birth, Educational Qualifications, Caste Certificate (for SC/ST/OBC Candidates), Experience Certificate and 02 passport size photographs. Please note that no original document is to be submitted with the Application Form. However, Candidates are required to bring all Original Certificates for verification purpose only.

3.3 Candidates belonging to OBC category should submit the certificate in the prescribed format including the "Non-Creamy layer clause" issued by the Competent Authority for employment under Government of India and should be as per the Central list of OBC's published by the Government of India. Please also note that the validity of the "NonCreamy layer should not be older than Six (6) months from the date of the eligibility i.e. 01.06.2019 (Format of OBC certificate is attached as Annexure 'B').

3.4 A recent (not more than 3 months old) coloured passport size photograph of the full face (front view) should be pasted neatly in the space provided in the Application Form.

3.5 Candidates are also required to submit along with the application, an A/c Payee Demand Draft for an amount of Rs. 500/- (Rupees Five Hundred only) in favour of "AAI Cargo Logistics & Allied Services Company Ltd.", payable at NEW DELHI, as non refundable Application Fee (Not applicable for SC/ST/Ex-Servicemen/Female candidates). Please mention your Full Name, date of birth and Mobile number on the reverse of the Demand Draft.

3.6 Candidates working in Government/Semi-Government/Public Sector Undertakings or autonomous bodies must walk-in with the completed Application Form routed through proper channel or along with "No

Objection Certificate" from their present employer.

4. GENERAL CONDITIONS:

4.1 The short-listed candidates will be considered for engagement on a Fixed Term Contract basis (FTC) initially for a period of three years subject to their Medical Fitness, prescribed for the position. 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 appointment will come into force.

4.2 Selected Candidates will have to bear the cost of the Pre-Engagement Medical Examination(s).

4.3 For the selection process, no reimbursement shall be made in this regard.

4.4 Period of Contract: Fixed Term Contract (FTC) for a period of three years.

(a) The FTC will be renewable at the sole discretion of the management of AAICLAS only subject to satisfactory performance.

(b) 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. The job is transferable to any station in India.

4.5 Selected Candidates will be required to deposit an amount of Rs. 15,000/- (Rupees Fifteen Thousand) only as 'Security Deposit' for a period of three years and have to sign a Bond to serve the company for a period of three years. On completion of successful contract engagement of three years, the 'Security Deposit' will be refunded to the candidates without any interest thereof. In case of failure of Contract Conditions of leaving the Company without notice and/or their engagement is terminated due to reasons attributable to them, the 'Security Deposit' will not be released and will be forfeited.

4.6 The applicant must ensure that they fulfil all the eligibility criteria, as on 01st May 2021, 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 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 post, the candidature is liable to be rejected and, if appointed, services will be terminated, without giving any notice or reasons therefor.

4.7 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.

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

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

4.10 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.

4.11 Prescribed format of Application is attached.

5. ANNOUNCEMENTS

All further announcements/ details pertaining to this process will only be published/ provided on AAICLAS authorized website <http://www.aaiclas-ecom.org> from time to time.

6. DISCLAIMER

In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his /her candidature will stand cancelled. If any of these shortcomings is / are detected even after appointment, his /her services are liable to be terminated. 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.

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For Office Use Only

SC/ST/OBC/GEN /EX-SM	Token No.	Eligible/Not-Eligible(E/NE)	Remarks
Token / slip issued at the time of registration to be attached with Application		Signature of the Registering Officer	

FORMAT OF APPLICATION

To,
Deputy General Manager (HR)
AAI Cargo Logistics & Allied Services Company Limited
 AAICLAS Complex, Delhi Flying Club Road
 Safdarjung Airport
 NEW DELHI-110 003

Paste
Recent colour
Photograph &

sign across

POSITION APPLIED FOR: **DRIVER CUM SECURITY GUARD**

STATION APPLIED FOR: **CHENNAI/ KOLKATA**

1. Full Name: (In BLOCK letters)

First *Middle* *Surname*

2. Father's Name: _____

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

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	Divorce	Widow (er)	Separated

8. Nationality: _____ 9. Religion : _____

10. Mother Tongue : _____ 11. PAN No : _____

12. (a) Aadhar Card No.: _____ (b) Passport No. _____

13. Height: (Bare feet in cms.) _____ 14. Weight: _____ Kgs.

15. a) Whether SC / ST / OBC / General (ALSO MENTION SUB-CASTE) (Indicate Category to which you belong by marking 'X' in the appropriate box.)

Name of Sub-Caste	SC	ST	OBC	General

If SC / ST – attach copy of the Caste Certificate.

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 Government of India
[As per format in Annexure 'B']

b) Whether Ex-Serviceman : 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 from Police Services : Yes / No
(Furnish details)

d) Whether working in any Govt : Yes / No
Semi-Govt. / Public Sector
Undertaking or autonomous body

If "Yes", enclose "No Objection Certificate"

16. Education Qualifications: (Matriculation / SSC onwards)

Examination(s) Passed (specify Degree e.g. BA/BSc/ B.Com etc. / Diploma / course	Name of the University / Institution	Date, Month & Year of Passing	Duration	Percentage of marks (Class / Division)
10 (SSC)				
12 (HSc or Pre- Degree)				
Graduation				
Any other (please specify)				

17. Professional Qualifications:

Name of the certification	Name of the Institution	Date, Month & Year of Certification	Duration

18. Fluency in languages: Mark 'X' in an appropriate column.

Language	Read	Speak	Write	Remarks*
a) English				
b) Hindi				
c) Others (Specify)				

* Indicate whether any Certificate / Language Course done and the duration of the course, along with a copy of such Certificate.)

19. Work Experience (if any):

Organization	Post Held	Period of Service		Nature of Job
		From	To	

20. 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) Were you ever arrested? Yes No
 (b) If Yes, furnish full details.

21. Particulars of Demand Draft issued:
 (In favour of **AAI Cargo Logistics and Allied Services Company Ltd.** payable at **New Delhi**)

Name & Address of the Issuing	Date of Issue	Demand Draft No.	Amount
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Bank & Branch			
			Rs.500/-

22. Relatives working in AAI / AAI Cargo Logistics & Allied Services Company Ltd.:

Name	Designation	Company	Relationship

23. **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 / services terminated without giving any notice or assigning reasons therefore.

Place: _____

(Signature of applicant)

Date:

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

(Please also bring all ORIGINAL DOCUMENTS / CERTIFICATES for verification only)

- i) Demand Draft (Not applicable for SC/ST/Ex-Servicemen/Female).
- ii) 10th Std / Matriculation Mark-sheet & Passing Certificate

- iii) 12th Std / Pre-Degree Mark-sheet and Passing Certificate
- iv) Graduation Certificate or Provisional Degree Certificate
- v) Professional Qualification Certificate
- vi) 05 Days AVSEC Induction Certificate as per BCAS Regulations
- vi) No Objection Certificate from present employer, if applicable.
- vii) Caste Certificate in case of SC / ST / OBC candidates
- viii) Discharge Certificate in case of Ex-Servicemen
- ix) Experience Certificate
- x) PAN Card Copy
- xi) Aadhar Card Copy
- xii) Passport Copy
- xiii) Any documents in regard with point no. 20 of Application Format

ANNEXURE – 'A'

Form of certificate to be produced by Other Backward Classes applying for appointment to posts under the Government of India.

This is to certify that Son ofof Village
.....District / Divisionin theState belong to the
..... Community which is recognized as a Backward Class under the Government of India, Ministry of
Welfare Resolution No. 12011/68/93- BCC(C), dated 10th September 1993 published in the Gazette of India Extra-
Ordinary Part I, Section I, dated 13 th September 1993. Shriand/or his family ordinarily reside(s) in
the
District/Division of theState.

This is also to certify that he/she does not belong to the person/sections (Creamy Layer) mentioned in column 3 of the
Schedule to the Government of India, Department of Personnel and Training O.M. No. 36012/22/93-Estt.(SCT), dated
8.9.93.

Date : Seal District Magistrate
Deputy Commissioner
etc.

N.B. (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

(b) Where, the certificates are issued by Gazetted Officers of the union Government or State Governments, they should be in the same form but countersigned by the District. Magistrate of Deputy Commissioner (Certificate issued by Gazetted Officers and attested by District Magistrate/Deputy Commissioner are not sufficient)