



AIRPORTS AUTHORITY OF INDIA
Regional Headquarters North Eastern Region
Guwahati-15

Advt. No.03/2022/CONSULTANT/FS/NER

Notification for Engagement of Junior Consultant in Fire Services Dept. at Hollongi Airport on contract basis

Airports Authority of India, Regional Headquarters, North Eastern Region desires to engage Retired Fire Officials from Airports Authority of India as Junior Consultant in Fire Discipline for Hollongi Airport, Arunachal Pradesh

2. Applications are invited on contract basis for the following Station of Airport Authority of India, North Eastern Region:-

Name of Post	Number of Posts	Station
Junior Consultant	10	Hollongi

3. **ELIGIBILITY**

- i) Retired Officials of Fire Service Department of Airports Authority of India of the rank of E5/E4/E3 and having minimum 05 years' experience in relevant field.
- ii) One month cooling period is required after superannuation.
- iii) The eligible candidate should be clear from vigilance/disciplinary angle at the time of retirement. In this regard, the candidate has to submit supporting documents.
- iv) There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidate.
- v) The applicant should be willing to join immediately/or on short notice.
- vi) He/She can serve as Jr. Consultant maximum up to the age of 70 years.

4. **PERIOD OF ENGAGEMENT**

- a) Initial engagement of Jr. Consultant can be for a period of one (1) year and extendable up to three (3) years, on yearly basis.
- b) Jr. Consultant can be re-engaged thereafter, however, the cumulative period of engagement as consultant in AAI shall not exceed five (5) years.
- c) The appointment of Jr. Consultant would be on full-time basis and they would not be permitted to take up any other assignment during the period of consultancy.
- d) Both AAI and the Jr. Consultant can resign/terminate the services during the period of engagement by giving one-month notice period or one-month remuneration in lieu of notice period.

5. **STATEMENT OF OBJECTIVES/JOB TO BE CARRIED OUT**

- i. The Jr. Consultant Fire Service is required to perform all duties like manning at ACFT/ Ambulance/ Fire Watch Tower/ Fire Control Room/ EMC/ First Aid Room/ Fire Fighting and rescue operation except driving of ACFT at Airport Fire Station as primary duties.
- ii. Further, they are also required to perform periodical functions like maintenance of fire station store, fire equipment, fire extinguishers, fire fighting systems installed at different locations of Airport, participation in mock exercises as per Fire safety manual as secondary duties.
- iii. The Jr. Consultant shall report to Fire in-Charge, Hollongi Airport.

6. **REMUNERATION:** - Rs. 50,000/- per month.

7. **TAX DEDUCTION AT SOURCE (TDS)**

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the AAI will issue TDS Certificate. Service Tax/GST as applicable shall be payable extra, at the prevalent rates.

8. **ALLOWANCES**

Consultant shall not be entitled for any allowances such as Dearness Allowance (D.A), Residential Telephone, Transport facility, Personal Staff, Residential Accommodation etc.

9. **TA/DA**

- i) No TA/DA shall be admissible for joining the assignment or on its completion.
- ii) However, Jr. Consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
- iii) Retired AAI officials appointed as Junior Consultant would be entitled as per his/her last entitlement drawn at the time of retirement.

10. **ATTENDANCE & LEAVE**

- a) The Jr. Consultant will be required to mark their Biometric/Manual attendance daily at the place of reporting in line with AAI employees' Attendance System at the place of Engagement.
- b) Jr. Consultant shall be eligible for 15 days leave in a calendar year on pro-rata basis.
- c) Therefore, a Jr. Consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on pro-rata basis).
- d) Un-availed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
- e) In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the Consultancy fee.

- f) AAI will be free to terminate the services in case the Jr. Consultant remains absent for more than 15 days beyond the entitled leave in a calendar year.

11. **SELECTION CRITERION:**

- i. The mode of selection will be interview and the final selection would be subject to the outcome of interview marks/eligibility criteria and overall merit ranking and in accordance with prevailing AAI Policy.
- ii. The AAI reserved the right to cancel this advertisement and not to proceed in the matter at any stage, accept or reject any or all offers, without assigning any reason.

12. **TERMINATION OF AGREEMENT:** - AAI can terminate the agreement on the following grounds: -

- i) In case the information furnished by the applicant is found to be false at any stage the same will invite disqualification and or action as deemed appropriate by AAI whose decision shall be final and binding.
- ii) The Jr. Consultant is unable to address the assigned tasks.
- iii) Quality of the assigned works is not to the satisfaction of department.
- iv) The Jr. Consultant fails in timely achievement of the milestones as decided by AAI.
- v) The Jr. Consultant is found lacking in honesty and integrity.
- vi) The Service of the Jr. Consultant are liable to be terminated at any time by giving one-month notice or remuneration/fees in lieu of notice period and the decision of AAI Management will be final in this regard.

13. Interested candidates may send their application (in sealed envelope) in the enclosed format (**Annexure-I**) and on the top of envelope, it should be clearly mentioned/marked as **Application for Fire Consultant at Hollongi Airport.**

14. The duly filled and signed application for the Jr. Consultant post should reach **HR Department, Office of the Regional Executive Director, NER, Airports Authority of India, LGBI Airport Guwahati-15**, by Speed Post and also a copy to be sent through email (scanned application copy along with all relevant documents) to e-mail id - recttner@aai.aero on or **before 28/04/2022 positively**. The applications received after the last date will not be entertained.

**General Manager (HR)
Airports Authority of India
RHQ (NER), Guwahati**

Annexure-I

How to apply?

The persons who fulfil the eligibility conditions after going through details of scope of work and terms and conditions and other details may apply in prescribed format as given below:

Application for Junior Consultant in Fire Services Dept. at Hollongi Airport, Arunachal Pradesh

- (i) Name: _____
- (ii) Date of birth: _____
- (iii) Address for correspondence: _____
- (iv) Contact No: Land line----- Mobile-----
- (v) Emil ID: -----
- (vi) Academic qualification (In reverse order, starting from the latest): -
(Self-attested copy may be enclosed)

Recent self-attested
photograph

Sl. No.	Degree	Year	Subjects	University	Class/Division distinction (if any)

- (vii) Relevant experience (Please enclose relevant documents):
- (a) Year wise tasks/highlights of similar nature carried out during relevant experience period with all details including employer, position held & pay-scale.
- (b) Certificate from the previous employer regarding vigilance/disciplinary clearance during the job with the organization.

Place:
Date:

Signature
Name: