

Airports Authority of India
Southern Region

Notification for Engagement of Consultant in Air Traffic Management
at IATS Centre, Chennai.

Applications are invited on job contract basis for the following level of Consultants in ATM Discipline at IATS Centre, Airports Authority of India, Chennai:

Sl.No.	Level of Consultants	No. of Consultant
1	Sr. Consultants	01
2	Jr. Consultants	06
	Total	7

2. The scope of work and other details of activities to be performed by the Consultants are given below:

I. ELIGIBILITY

- a. Professionals from Aviation Sector having necessary experience in relevant field.
- b. Retired officials having relevant experience are also eligible to apply.
- c. One month cooling period is required after superannuation. Thus, the applicant should have completed atleast one month from the date of superannuation, i.e., as on the date of notification **(07.01.2021)**.
- d. The retired applicants should be medically fit and age should not be more than 70 years and he/she can serve as a consultant maximum upto the age of 70 years.
- e. In case of retired official, vigilance / disciplinary clearance should have been obtained at the time of retirement. **In this regard, the retired official has to submit supporting document from his previous organization.**
- f. Retired non-commissioned officers from Defence / Para-military forces possessing requisite experience are eligible to apply for Jr. Consultant level.
- g. No criminal case should be pending against the applicant and this has to be self-certified.

II. PERIOD OF ENGAGEMENT

- a. The duration of engagement of Consultant will be initially for one (01) year and further, extendable up to three years, on yearly basis. However, the cumulative period of engagement as Consultant in AAI cannot exceed five (5) years.
- b. The appointment of Consultant will be on full time basis and they will not be permitted to take up any other assignment during the period of consultancy.

III. STATEMENT OF OBJECTIVES/JOB TO BE CARRIED OUT

- A. **Senior Consultant:** Sr. Consultant would function as Exercise Manager. As an Exercise Manager, the Sr. Consultant should prepare exercise, plan sessions for simulation, generate exercise in accordance with the IATS Training Plan under effective coordination and consultation with IATS In-Charge for the successful conduct of IATS functions apart from any other roles assigned in IATS for the purpose of effective functioning under IATS-in-Charge.
- B. **Junior Consultant:** Jr. Consultant would function as Lab Associate. As Lab Associate, the Jr. Consultant should undertake the role during simulation exercises for various training programmes according to the IATS training plans. The Jr. Consultant should set up working positions of controllers, trainee-pilots for the exercises, set-up of maps, charts and other parameters according to the exercise plan, brief the HMI aspects to the controllers and function any other role assigned in IATS for the purpose of effective functioning under IATS-in-Charge.
- C. **Confidentiality of data and documents:** The Intellectual Property Rights (IPR) of the data collected as well as the deliverables produced for the AAI shall remain with AAI. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of the assignment for AAI, without the express written consent of AAI. The Consultant shall be bound to hand-over the entire set of records of assignment to AAI before the expiry of the contract and as advised by the Appointing Authority or his authorised representative and it is a binding to Consultant.
- D. **Conflict of interest:** The Consultant appointed by the AAI, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of AAI.
- E. The Consultant shall not make any commitment with the Central / State Govt. or any other organization on behalf of AAI.

IV. REMUNERATION

Designation	Monthly Remuneration (Inclusive of all)	Eligibility
Sr. Consultant	Rs.85,000/-	Retired PSU employee from E8 level (General Manager) and equivalent from Central Govt. / State Govt. / Defence / Paramilitary forces /Employees of reputed organisations having minimum 15 years of ATC experience in

		procedural and surveillance environment and should have handled activities related with latest ATS procedures, practices and administrative functions.
Jr. Consultant	Rs.50,000/-	Retired PSU employee from E5/E4/E3 level (Asst. General Manager/ Sr.Manager/Manager) and equivalent from Central Govt. / State Govt. / Defence / Paramilitary forces / Employees of reputed organisations having minimum 05 years of ATC experience in procedural environment (preferably in Chennai) and conversant with latest ATS procedures and practices.

V. TAX DEDUCTION AT SOURCE

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/s. Service Tax/GST as applicable shall be payable extra, at the prevalent rates.

VI. ALLOWANCES

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

VII. TA/DA

- a. No TA/DA will be admissible for joining the assignment or on its completion.
- b. However, Consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
- c. Retired Government Servants and retired officials from PSUs appointed as Consultants would be entitled as per his/her last entitlement drawn at the time of retirement.
- d. For individual Consultants/Professionals other than Retired Governments/PSU officials, their entitlement for TA/DA will be decided on case to case basis after approval of Competent Authority.

VIII. ATTENDANCE & LEAVE

- a. The 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. The Consultant shall be eligible for 12 days leave in a calendar year on pro-rata basis.
- c. Therefore, a 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 Consultant remains absent for more than 15 days in a calendar year without having any approval of the Reporting Officer.
- g. AAI does not undertake any liability for providing any medical facility to the Consultant or his dependents, which is existing in AAI and there will be no other financial liability on the part of AAI, since the remuneration is inclusive of everything.

IX. TERMINATION

- a. 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 Regional Executive Director whose decision shall be final and binding.
 - ii. The Consultant is unable to address the assigned works.
 - iii. Quality of the assigned works is not to the satisfaction of AAI.
 - iv. The Consultant fails in timely achievement of the milestones as decided by AAI.
 - v. The Consultant is found lacking in honesty and integrity.
- b. The services of the 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.
- c. Consultant may resign / terminate the services during the period of engagement by giving one month notice period or one month remuneration in lieu of notice period.

X. SELECTION CRITERION

- a. Application of the candidates will be assessed for the post applied based on eligibility and their candidature will be liable to be rejected, if not found eligible.
 - b. The mode of selection will be interview and the final selection would be subject to the outcome of interview marks and overall merit ranking.
 - c. Absolute transparency in the selection process of Consultant would be maintained and a committee would be constituted for the purpose.
 - d. The selection of the candidate will be done as per the prevailing AAI Policy. Based on the experience credentials of the applicant, merit of each case will be recommended by the Selection Committee. If candidate is found suitable for lower post by selection committee of AAI, the recommendation of selection committee will be taken into consideration and level of consultant and remuneration will be fixed accordingly. Decision of the Competent Authority is final in this regard.
An undertaking in this regard to be submitted alongwith the application as per the format enclosed (**Annexure-II**).
 - e. The AAI reserves the right to cancel this advertisement and not to proceed in the matter and at any stage, accept or reject any or all offers, without giving any explanation, whatsoever.
3. Interested candidates may send their application (in sealed envelope) in the enclosed format (**Annexure-I & Annexure-II**) and on the top of envelope, it should be clearly mentioned /marked as Application for Sr. Consultant / Jr. Consultant in ATM Discipline at IATS Centre, Chennai.
 4. The duly filled and signed application for the above Consultant post should reach the following address by Speed Post on or before **28.01.2021** positively. The applications received after the last date will not be entertained.

General Manager (HR),
Airports Authority of India,
RHQ, SR, CHENNAI-27
E Mail: gmhrsr@aai.aero

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 Consultant in ATM Discipline
at IATS Centre, Chennai**

(Please tick (√) appropriate box in accordance to sl.no.1 of this notification)

Sr. Consultant

Jr. Consultant

Recent self-
attested
photograph

(i) Name:

(ii) Date of Birth:

(iii) Address for correspondence:

(iv) Contact No. : Landline_____ Mobile:_____

(v) Email id:

(vi) Academic qualification (In reverse order, starting from the latest):-

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.

Designation	Post Held & Organisation	From	To	Period	
				Years	Month

Place:

Signature:

Date:

Name:

Undertaking

I, hereby acknowledge that I have read all the clauses of notification and accept the same.

I hereby agree to consider my application at any level of consultant found suitable by the Selection Committee of AAI based on my eligibility.

I hereby submit my willingness to be engaged at any level of consultant and remuneration as decided by AAI if selected.

Name: _____

Signature: _____

Date: _____