



AIRLINE ALLIED SERVICES LIMITED
(A wholly owned subsidiary of AIL)

Sub: Advertisement

Alliance Air invites applications from Indian Nationals for filling up the following Posts:

S.NO	CATEGORY	NO OF VACANCIES	PLACE OF POSTING	SALARY & EMOLUMENTS The Gross salary Per month (approx.)
1	Head of Engineering	1	Delhi	Rs 1,50,000 /-
2	Head of Personnel	1	Delhi	Rs 1,50,000 /-
3	Head of Planning & Development	1	Delhi	Rs 1,50,000 /-
4	Chief of MMD	1	Delhi	Rs. 80,000 /-
5	Dy. Chief Financial Officer	2	Delhi	Rs. 1,20,000 /-
6	Sr. Manager – Medical Officer	1	Delhi	Rs. 65,000 /-

- In addition to above, a panel will also be formed for future requirement.
- Can be transferred to any other location within India due Operational requirement.
- Reservations of SC/ST/OBC& EWS candidates will be as per Government Directives.

1. Head of Engineering

a. Qualification : B. Tech / BE in Aeronautical / Mechanical / Electrical / Electronics / Avionics or its equivalent

b. Experience : Minimum 15 years of relevant work experience

Out of which 5 years should be in senior executive position in an Airline or Aircraft MRO

1. Experience of leasing of Aircraft, Engine and dealing with International leasing companies is essential.
2. Should have experience in PPC function in an Airline i.e. Insurance, warranty, budgeting, Modifications, Maintenance, Planning, Contract Management, Material Planning etc.
3. The Experience should be post qualification.

c. Age : Maximum 56 years (as on 01.11.2020)
(Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules).

2. Head of Personnel

a. Qualification : Full time 2 years Masters Degree in Business Administration with Specialization in Personnel Management or its Equivalent.

b. Experience : Should have 15 years of experience in HR out of which 5 years should be in a Senior Executive Position
Aviation experience would be desirable

c. Age : Maximum 56 years (as on 01.11.2020)
(Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules).

3. Head of Planning & Development

- a. Qualification** : Full time B.Tech / BE or Full time MBA
- b. Experience** : Minimum 15 years of relevant work experience out of which 5 years should be in a senior executive position.
Aviation experience would be desirable
- Should have a holistic and well-rounded exposure covering:
- Manpower Planning
 - Aircraft evaluation
 - Infrastructure Planning
 - Planning and evaluation of IT enabled services such as Passenger Services System, Crew Management System, MRO ERP, CRM, OCC Applications and Office Automation Applications
- c. Age** : Maximum 56 years (as on 01.11.2020)
(Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules).
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4. Chief of MMD

- a. Qualification** : Two years full time MBA with specialization in Operations Research / Materials Management, from any recognized University, with a minimum of 3 years experience of having worked in the Stores / Materials Management Department
or
Two years Full time post-graduate Diploma in Materials Management, from IIMM or any equivalent recognized University, with a minimum of 5 years experience of having worked in the Stores / Materials Management Department
or
Post Graduate degree from recognized university with a minimum of 7 years of experience in Stores MMD department
- b. Experience** : Candidates with experience of having worked in Scheduled Airline or MRO or on an ERP system related to functions of Stores / Materials Management Department, viz SAP / RAMCO etc. would be preferred
- c. Age** : Maximum 50 years (as on 01.11.2020)
(Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules).
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5. Dy. Chief Financial Officer

- a. Qualification** : Qualified Associate Chartered Accountant from ICAI/ICWA/MBA (Finance)
Two years of full-time course from recognized University
- b. Experience** : Should have minimum of 10 years of experience in Handling Finance / Accountant Functions out of which 3 years of experience at Senior position in MNC / PSU's. Experience in Aviation would be preferred.
The experience should be post qualification.
- c. Age** : Maximum 52 years (as on 01.11.2020)
(Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules).
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6. Sr. Manager- Medical Officer

- a. Qualification** : MBBS Degree of an Indian University recognized by the Medical Council of India.
Preference will be given to the candidates trained in Aviation Medicine.
- b. Experience** : Should have minimum of 5 years of experience.
The experience should be post qualification.
- c. Age** : Maximum 45 years (as on 01.11.2020)
(Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules).
-

FIXED TERM EMPLOYMENT AGREEMENT:

All the Selected candidates will be appointed on a Fixed Term Employment Agreement for a period of 05 (Five) years or till the age of 60 years whichever is earlier. The Fixed Term Employment Agreement is extendable subject to satisfactory performance.

How to Apply

Candidates who wish to apply, are advised to log on to Careers page of Website www.airindia.in, download and fill in the Application Format and send the application by Post / Speed post / courier at following address in an envelope that must be super scribed with the post. **The required experience for all the posts is post qualification.** If any candidate wants to apply for more than one post, he/she should submit separate applications for each post along with separate demand drafts (if applicable.)

Post Applied For _____
**Alliance Air
Personnel Department
Alliance Bhawan,
Domestic Terminal -1, I.G.I Airport,
New Delhi – 110037**

The application should reach us by 13th November, 2020 close of the office hours of on the above address. Applications received after the last date will not be entertained.

Applications received late / incomplete / mutilated or without any of the supporting documents with regard to eligibility criteria, Demand Draft (if applicable), will be rejected. Alliance Air will not be responsible for any postal delay / loss of any document during transit.

Applicants serving in Government/Semi-Government/Public Sector Undertakings should apply through proper channel.

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

Canvassing in any form will disqualify the candidates.

Candidates are required to submit following with application: -

- i) **A duly filled in Application Form in the prescribed format which is available on Career Page of Website: www.airindia.in**
- ii) **A recent passport size photograph** pasted in the space provided in the Application Format
- iii) **One set of photocopies of supporting testimonials for date of birth, caste, qualification, experience etc will be required to be submitted with application. In case copies of required documents /certificates are not sent with the application, it will not be possible to consider the application. Original certificates will be required at the time of Interview.**
- iv) **The Demand Draft for an amount of Rs.1,500/- (Rupees One Thousand Five hundred only) for all posts payable to Airline Allied Services Limited, payable at New Delhi (Not Applicable for SC / ST).**
- v) **Applicable for SC / ST / OBC/ EWS Candidates ONLY: Caste Certificate in the prescribed proforma issued by the appropriate authority. Candidates belonging to OBC Category will be**

required to attach the Caste Certificate in the proforma meant for Central Government employment." Candidates belonging to OBC category ,the category certificate should be 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 Government of India. Please also note that the validity of "Non - Creamy layer" Certificate should not be older than 06 (Six) months from the date of eligibility criteria."

Candidates belonging to EWS category will be required to attach Income & Assets Certificate as per the attached annexure.

TA.DA Reimbursement to ST / SC candidates

Candidates belonging to Scheduled Caste/Scheduled Tribe categories will be entitled for reimbursement of second class return rail/bus fare from the nearest railway station i.e. from the address given in the application to Delhi / New Delhi on production of railway receipt/ticket, as per rules at the time of Interview only.

Alliance Air Aviation Limited
(A wholly owned subsidiary of Air India Limited)

FORMAT OF APPLICATION
For all posts except Sr. No. 3

Paste a recent
Passport size
photograph

(Please do not
staple)

POST APPLIED FOR: _____

I. a/ Name: _____

b/ Father's Name: _____

c/ Address: _____

Pin Code _____

d/ Contact Details:

i) Telephone Nos.: _____

ii) Mobile No.: _____

iii) E-mail id: (Block letters) _____

e/ Date of Birth: _____

f/ Age (As on 01.11.2020)

_____ (Years) _____ (Months) _____ (Days)

g/ Nationality: _____

h/ Religion: _____

II. Category you belong to:

(Please ✓)

GEN

SC

ST

OBC

EWS

In case of OBC the certificate should be in the prescribed proforma for employment under Centre government.

State to which Belong _____

Serial number of the certificate in the Central List of OBC . : _____

III. Bank Draft No. _____ & Bank Draft Date: _____ Bank Draft drawn on: _____ (Not applicable in case of ST /SC Candidates)

IV. Educational / Professional Qualifications: (10+2 onwards)

Exam. Passed	University/ Board	Year of Passing	Subjects	% age of Marks

V. Have you ever been employed?
(Please ✓ . If yes, give details):

YES

NO

VI. Experience (Starting form present Employer)

Organization	Designation	Period		Details of job assignment	Last Salary Drawn	Reason for leaving
		From	To			

The experience should be post qualification only.

VII. Passport Details

Number : _____

Date of Issue : _____

Date of Expiry: _____

Any other information:

I hereby declare that the above information is correct to the best of my knowledge and belief. I undertake that if I have suppressed any factual information, my candidature will be rejected.

Date:

SIGNATURE OF CANDIDATE

Alliance Air Aviation Limited
(A wholly owned subsidiary of Air India Limited)

FORMAT OF APPLICATION
For the post of Head of Planning & Development

Paste a recent
Passport size
photograph

(Please do not
staple)

POST APPLIED FOR: _____

I. a/ Name: _____

b/ Father's Name: _____

c/ Address: _____

Pin Code _____

d/ Contact Details:

i) Telephone Nos.: _____

ii) Mobile No.: _____

iii) E-mail id: (Block letters) _____

e/ Date of Birth: _____

f/ Age (As on 01.11.2020) _____ (Years) _____ (Months) _____ (Days)

g/ Nationality: _____

h/ Religion: _____

II. Category you belong to:

(Please ✓)

GEN

SC

ST

OBC

EWS

In case of OBC the certificate should be in the prescribed proforma for employment under Centre government.

State to which Belong _____

Serial number of the certificate in the Central List of OBC . : _____

III. Bank Draft No. _____ & Bank Draft Date: _____ Bank
 Draft drawn
 on: _____ (Not applicable in case of ST /SC Candidates)

IV. Educational / Professional Qualifications: (10+2 onwards)

Exam. Passed	University/ Board	Year of Passing	Subjects	% age of Marks

V. Have you ever been employed? YES NO
 (Please ✓. If yes, give details):

VI. Experience (Starting form present Employer)

Organization	Designation	Period		Details of job assignment	Last Salary Drawn	Reason for leaving
		From	To			

The experience should be post qualification only.

VII. Details of experience mentioned at 3 (a) :-

Organization	Designation	Period		Details of job assignment
		From	To	

VIII. Passport Details

Number : _____

Date of Issue : _____

Date of Expiry: _____

Any other information:

I hereby declare that the above information is correct to the best of my knowledge and belief. I undertake that if I have suppressed any factual information, my candidature will be rejected.

Date:

SIGNATURE OF CANDIDATE

OBC Certificate Format

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS/ ADMISSION TO CENTRAL EDUCATIONAL INSTITUTIONS (CEIs), UNDER THE GOVERNMENT OF INDIA

This is to certify that Smt / Kum _____ Daughter of Shri / Smt. _____ of Village / Town _____ District / Division _____ in the State, belongs to the _____ Community which is recognized as a backward

class under:

- (i) Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated 25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 9/03/96.
- (v) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

Smt / Kum. _____ and / or her family ordinarily reside(s) in the _____ District / Division of _____

State. This is also to certify that she does not belong to the persons / sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004.13/15

District Magistrate / Deputy Commissioner, etc.

Seal

Dated : _____

NOTE:

- a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- b) The authorities competent to issue Caste Certificates are indicated below:

- (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar and
- (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.
- (v) Caste Certificate issued from Maharashtra State must be validated by social welfare Department of Maharashtra Government.

Annexure-I

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____ Post Office _____ District _____ Village/Street _____ Pin Code _____ in the State/Union Territory Economically Weaker Sections, since the gross annual income* of his/her family** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____
Name _____
Designation _____

Recent Passport size attested photograph of the applicant

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.