



**AIRPORTS AUTHORITY OF INDIA  
FLIGHT INSPECTION UNIT,  
SAFDAJUNG AIRPORT, NEW DELHI-110003**

**Advertisement for Hiring of NSOP post holders (Chief of Flight Safety and Safety Manager) on contract basis in Flight Inspection Unit Safdarjung airport, New Delhi.**

Airports Authority of India (AAI), **SCHEDULE- 'A' MINI RATNA CATEGORY-1 PUBLIC SECTOR ENTERPRISE** of Government of India is entrusted with the responsibility of creating, upgrading, maintaining and managing civil aviation infrastructure both on the ground and air space in the country including operation and maintenance of 04 numbers of Aircrafts (Dornier and Beechcraft) for air calibration of various Navigational equipments installed at airports and enroute stations.

1. The **Airports Authority of India, also a Non-Scheduled Operator Permit (NSOP) holder issued by DGCA India** invites applications from eligible individuals for following NSOP posts on contract basis:

S.N.	Name of the NSOP post	No. posts	Eligibility criteria
1	Chief of Flight Safety	01	<ol style="list-style-type: none"><li>i. A broad aviation/technical education.</li><li>ii. A sound knowledge of commercial operations, in particular flight operations procedures and activities.</li><li>iii. Experience as a flight crew member preferably on type of <b>aircrafts operated by the AAI</b> or Aviation Engineer.</li><li>iv. Experience in aircraft accident/incident investigation, safety audits and accident prevention work of minimum ten years.</li><li>v. The ability for clear expression in writing.</li><li>vi. Good presentation and interpersonal skills.</li><li>vii. Computer literacy.</li><li>viii. The ability to communicate at all levels, both inside and outside the Company.</li><li>ix. Organisational ability.</li><li>x. To be capable of working alone (at times under pressure).</li><li>xi. Good analytical skills.</li><li>xii. To exhibit leadership and an authoritative approach.</li><li>xiii. Be worthy of commanding respect among peers and management officials.</li></ol>



2.	Safety Manager	01	<ul style="list-style-type: none"><li>i. Should possess technical background and at least five years of operational experience in aviation, to understand the systems that support operations or the product/service provided by the organization. These personnel could be Pilot/Licensed Aircraft Maintenance Engineer/ Dispatcher/ Load &amp; Trim Sheet Personnel/ Cabin Crew.</li><li>ii. Should be trained on Safety Management System as per the requirements of para 1 Appendix 'B' to CAR Section 1 Series C Part I.</li><li>iii. Minimum three years of experience either in Safety Management or quality management in aviation which may include accident/incident investigation, collection &amp; analysis of safety data and the distribution of related safety information, audits and inspections etc.</li><li>iv. Interpersonal skills.</li><li>v. Analytical and problem-solving skills.</li><li>II. Project management skills;</li><li>III. Oral and written communications skills.</li><li>IV. An understanding of human factors.</li></ul>
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## **2.Duties and Responsibilities: As per relevant DGCA CAR**

### **3. Age Limit:**

The maximum age limit for engagement of consultants shall be upto 65 years. However, he/she can be re-engaged as consultant maximum upto the age of 70 years subject to level of expertise & health conditions required for the work. The age will be calculated as on 11.02.2025.

### **4.Contract Period:**

Contract period shall be of 3 (three) years, which is extendable for another 2 (two) years subject to satisfactory performance and on mutual consent.

### **5.Monthly Remuneration:**

Monthly remuneration/ monthly Package shall be negotiable as per Industry standard from Rs.75,000 to 1,50,000.

### **6.Annual Increment:**

Annual increment of 5% may be allowed on negotiable monthly Package.

### **7. Other terms and conditions:**

#### **7.1Tax 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 department will issue TDS certificate. Service tax/GST as applicable shall be payable extra at the prevalent rates.

#### **7.2Allowances:**

Consultants shall not be entitled for any allowance such as Dearness Allowances (DA), Residential Telephone, Transport Facility, Personal Staff, Residential Accommodation, Medical Reimbursement, etc.

#### **7.3Travelling Allowance and Dearness allowance (TA/DA):**



- i. No TA/DA shall be admissible for joining the assignment or on its completion.
- ii. However, 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 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.
- iv. For individual post holders other than retired Government/PSU officials, their entitlement for TA/DA will be decided on case to case basis after approval of competent authority.

#### **7.4 Attendance & Leave:**

- i. Consultants 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.
- ii. Consultants shall be eligible for 15 days leave in a calendar year on pro-rata basis.
- iii. Therefore, a consultant shall not draw any remuneration in case of his/her absence beyond 12days in a year (calculated on pro-rata basis).
- iv. Unavailed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
- v. In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the consultancy fee /monthly remuneration.
- vi. AAI will be free to terminate the services in case consultant remains absent for more than 15days beyond the entitled leave in a calendar year.

#### **7.5 Agreement and Letter of Acceptance:**

An agreement should be drawn between the selected consultant and AAI specifying the terms and conditions of hiring of consultants, including the following:

- i. Scope of work
- ii. Remuneration/ Fees to be paid to the consultant
- iii. Tax Deduction at Source
- iv. Reimbursement of services tax paid by the consultant
- v. Domestic Tour required and entitlement for the same in terms of TA/DA
- vi. Facilities to be provided by AAI in terms of office space, other infrastructure, etc.
- vii. Deliverables of the assignment expected from the consultant
- viii. The agreement will be binding on both the consultant and AAI

#### **7.6 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 consultant/NSOP post holder is unable to address the assigned tasks.
- iii. Quality of the assigned works is not to the satisfaction of the department/AAI.
- iv. The consultant fails in timely achievement of milestones as decided by AAI.
- v. The consultant is found lacking in honesty and integrity.
- vi. 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.

#### **8. Place of posting:**

The selected post holders shall be posted at Flight Inspection Unit Safdarjung Airport, New Delhi

#### **9. Selection Criterion:**

- 9.1 The selection of the NSOP post holders would be made through advertisement on AAI website, followed by personal interview of eligible candidates shortlisted on the basis of received application and attached document with application.



- 9.2 The appointment of post holders will be on full time basis and she/ he would not be permitted to take up any other assignment(s) during the period of contract.
- 9.3 AAI reserves the right, to cancel this advertisement and not to proceed in the matter at any stage, accept or reject any or all offers, without giving any explanation, whatsoever.
- 9.4 Interested candidates may submit their application through e-mail at [edfiu@aai.aero](mailto:edfiu@aai.aero) copy to [gmfiu@aai.aero](mailto:gmfiu@aai.aero) in the prescribed format (Annexure-II) on or before 11.02.2025. The application received after 11.02.2025 will not be entertained in any case.
- 9.5 The shortlisted candidates will be called for personal interview. The date, time and venue of personal interview will be intimated through email as mentioned by applicants in their applications and also published on AAI website.
- 9.5 Candidates, employed in Government/Semi Government/ Public Sector Undertakings, are required to bring a “No Objection certificate” from their current employer, at the time of interview.
- 9.6 The Selected candidates shall enter into an agreement with Airports authority of India on Non-Judicial Stamp paper of Rs.100/-

#### **10.HOW TO APPLY:**

- 10.1 Interested and eligible candidates may submit their application in the prescribed format as per annexure-I of this advertisement. The dully filled applications along with supporting documents may be submitted through email at email id:[edfiu@aai.aero](mailto:edfiu@aai.aero)/[gmfiu@aai.aero](mailto:gmfiu@aai.aero).The application can also be submitted by post to the following address:
- To,  
The “Executive Director (FIU),  
Flight Inspection Unit,  
Airports Authority of India,  
Safdarjung Airport, New Delhi-110003.”
- The application must be reached on or before 11.02.2025.**
- 10.2 After scrutiny, the shortlisted candidates will be called to appear for personal interview. The date, time and venue of personal interview will be intimated to the shortlisted candidates through e-mail mentioned in the application of the candidates.
- 10.3 The candidates shall appear for personal interview carrying with original documents for verification at assigned date and time at his/her own cost.

#### **11. List of documents to be submitted along with application:**

- 11.1 A recent passport size photograph pasted in the space marked in the application.
- 11.2 One set of Photocopies of all the supporting testimonials for date of Birth, educational and technical/professional qualification and experience etc.
- 11.3 One set of the photocopies of the licenses/Endorsements if applicable.

#### **12. GENERAL:**

- 12.1 The AAI Management reserves the right to modify/change the above schedule/condition/requirement/number of posts based on the actual need at a future point of time.
- 12.2 The short-listed candidates will be considered for engagement for the NSOP post holders purely on Contract basis.
- 12.3 The candidature is purely PROVISIONAL. If at any stage, it is found that any candidate does not possess the laid down qualification/stipulated eligibility criteria, the candidature of that candidate is liable to be rejected, without entering into any further correspondence with the candidate in the matter. Canvassing in any form will disqualify the candidate.

**Executive Director (FIU&RCU)**  
**Airports Authority of India**  
**Safdarjung airport, New Delhi-110003**

**Annexure-I****AIRPORTS AUTHORITY OF INDIA****1. Post applied for:** Operation Manager/Nodal officer**2. a) Name:** \_\_\_\_\_**3. Father's Name:** \_\_\_\_\_**4. Address:** \_\_\_\_\_

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**Pin Code** \_\_\_\_\_**5. Contact Details:****6. Telephone Nos.:** \_\_\_\_\_**7. Mobile No.:** \_\_\_\_\_**8. E-mail Id:** \_\_\_\_\_**9. Date of Birth:** \_\_\_\_\_**10. Age (as on 11.02.2025)**

\_\_\_\_\_ (Years) \_\_\_\_\_ (Months) \_\_\_\_\_ (Days)

**11. Nationality:** \_\_\_\_\_

Past	here	recent
passport		size
photograph		of
applicant		

**12. Educational Qualifications: (10+2 onwards)**

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

**13. Technical Qualifications:**

S.N.	Exam Passed	Board/University	Year passing	of	Division/percentage of marks

**14. License Details:**

S.N.	License Category	Number	Date of Issue	Validity		Remark
				From	To	

**15. Experience:**

S.N.	Department	Post held	Job profile




**16. Any other Information:**

**17. Declaration**

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

Date:

SIGNATURE OF THE APPLICANT