



**AAI CARGO LOGISTICS & ALLIED SERVICES  
COMPANY LIMITED**  
[A 100% Subsidiary of Airports Authority of India]  
[www.aiclas.aero](http://www.aiclas.aero)

**Engagement Advertisement No. 02 of 2023**

**FILLING-UP OF 200 POSITIONS OF SECURITY SCREENER (FRESHER)  
AMONGST EX-SERVICEMAN, IN AAICLAS ON FIXED TERM  
CONTRACT BASIS FOR A PERIOD OF THREE YEARS.**

AAI Cargo Logistics & Allied Services Company Limited (AAICLAS) is looking for energetic Indian Nationalist Ex-servicemen for their engagement as **Security Screener (Fresher)** on Fixed Term Contract basis for a period of three years, as per the detail given below :-

<b>Security Screener (Fresher) – only from Ex-serviceman</b>	<b>200</b>	<b>Guwahati; Bagdogra; Mangaluru; Coimbatore; Chennai; Kolkata; Leh; Madurai; Port Blair; Ranchi; Patna; Bhubaneswar; Imphal; Agartala; Srinagar (these stations are indicative – postings may be made on all India basis)</b>
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**RESERVATIONS** :: The reservations wherever applicable, as per rules.

\*The number of positions & stations may be changed with the sole discretion of AAICLAS Management. The engagement shall be in phased manner as per requirement. AAICLAS Management reserves the right for change/cancellation of part or full advertisement/number of positions / venue/ procedure/ date / time. In case of requirement of manpower at any other new stations, the selected/panel candidates may be positioned at such locations, as per the requirement of the company. The decision of the AAICLAS Management shall be final and binding under all circumstances. AAICLAS reserves the right to increase or decrease or scrap (in part or full) these positions depending upon the present/future requirements.

## **2. ELIGIBILITY CRITERIA SHALL BE AS ON 31.01.2023:**

### **2.1 Educational Qualifications :**

#### **(A) FOR SECURITY SCREENER (Fresher) :-**

- a) Graduate or equivalent from any recognized Board/University/Institution.
- b) Ability to read / speak English, Hindi and/or conversant with local language

### **3.0 Upper Age Limit shall be as on 31.01.2023:**

**3.1** Age upto 40 Years

**3.2** Age relaxation of 5 years to candidates belonging to Scheduled Caste/Scheduled Tribe and age relaxation of 3 years to OBC(NCL) shall be considered above upper age limit. All relaxations shall be subject to submission of valid certificate issued by appropriate government.

## **4. REMUNERATION**

**4.1** All the provisionally selected & joined candidates, being fresher in this field, will initially be given a stipend of Rs.15,000/-\* per month. Thereafter on passing the requisite training examinations, the stipend be converted to full monthly remuneration, as per the following detail.

**4.2** After successful completion of Security screener examination, the name of the position be changed as Security Screener (Certified) and salary structure shall be inclusive of following :-

Basic	15000
HRA	9%, 18% or 27% as per rules
Conveyance	2000
Medical Outdoor	1000
Washing Allowance	2000
Screener Allowance	2000
AVSEC Allowance	2500
Special Allowance	Rs.750/- per month – on completion of one year, after passing screeners' examinations and keeping the validity for the same active without any penalty etc.
Annual Increment	3% or as be approved

**In addition to above:** PF Contribution shall be equivalent to the basic of Rs.15000/-.  
TA/DA/Lodging & Boarding (if be deputed on tour) shall be equivalent to three tier AC rail fare.  
Leaves: Privilege Leave – 18 in a year + 12 Half Pay Leave (sick leave) + 9 CL + 2 RH. During stipend period only 9 Days CL and 2 days RH shall be applicable in a calendar year on prorata basis.

- 4.3 Medical Insurance: A maximum of Rs.10,000/- per annum shall be reimbursed on account of purchase of Medical Insurance by the personnel for self & dependent family members, on production of duly certified tax invoice/receipt thereof. Uniform & its stitching reimbursement, if any, as per rules of the company. Gratuity, if any, as per Gratuity Act or applicable rules, as applicable. This clause shall become applicable only after acquiring all required certifications and not before that.
- 4.4 At the time of reporting, you have to provide a surety bond of Rs.1,50,000/-, on non-judicial stamp paper of Rs.100/- (duly attested by Oath Commissioner) as an Oath regarding security deposit, that in case of non-completion of full period of training/stipend/engagement of contract i.e. 3 years he/she shall refund Rs.1,50,000/- to AAICLAS and in case of his failure to do so, AAICLAS may recover the same from Sureties (who shall sign on the surety bond) and in case of litigations, the jurisdiction shall only be Delhi/New Delhi. In case of litigations, the security deposit shall be recovered with cost & penalty, as per rules.

5. **TRAINING AFTER REPORTING/JOINING:**

- 5.1 All the trainings to be arranged by AAICLAS at its own expenses only during first attempt. All arrangements e.g. travelling etc. for undergoing training shall also be made by AAICLAS only during first attempt. With regard to the expenditure of second attempt (if any) the fee/expenditure shall be made by the candidate/trainee only, however, the person shall be nominated by the company.
- 5.2 All the above trainings shall be completed within a maximum period of six months and maximum two attempts to be given to each candidate for qualifying these examinations. In case during first attempt one candidate shall not qualify the above examinations, the monthly stipend of Rs.15,000/- shall be reduced to Rs.10,000/- per month and in case during second attempt, the same candidate shall also not be able to qualify the above trainings/examinations, his/her fixed term contract shall cease to be over, without any further notice etc.

**Detail of trainings are as under :-**

S.No.	Training/OJT	Duration (Working Days)	Remarks
1	AVSEC Induction course	05 days	Conducted at BCAS approved ASTIs of Airport Operator/Airline.
2	At Airport/RA	03 Months	Complete 3 months in Civil Aviation Security Operations before appearing for BASIC AVSEC.
3	AVSEC BASIC Course	14 days	
4	At Airport/RA	One Month	Complete minimum 40 e

			hours OJT on Security Equipment under guidance.
5	Screener’s pre-certification course	03 days	Conducted at approved ASTI of Airport Operator
6	Testing & Certification of Screener (Stand Alone)	02 days	Conducted by BCAS

**6. HOW TO APPLY:**

6.1 The Candidates who fulfil the eligibility criteria as on 31.01.2023 would be required to fill the enclosed application form and forward the same at [hr.chq@aaiclas.aero](mailto:hr.chq@aaiclas.aero) and/or appear for interaction (on any given date) through online mode, as per the following detail :-

- Wednesday, the 8<sup>th</sup> February, 2023 from 1030 hours to 1730 hours
- Tuesday, the 21<sup>st</sup> February, 2023 from 1030 hours to 1730 hours

(Each candidate has to appear only once in the interaction, either on 8<sup>th</sup> Feb or on 21<sup>st</sup> Feb., 2023 as per the dates suits to the candidates. No candidate has to appear on both the dates, as given above.)

6.2 The link to join the interaction/interview may be taken from the official website of AAICLAS ([www.aaiclas.aero/career/notification](http://www.aaiclas.aero/career/notification)).

6.3 Further, at the time of interaction, the candidates shall keep with them (handy) their graduation certificate as well as their Ex-Serviceman Certificate and other related documents, if any.

6.4 The candidates have to just fill the enclosed form and either send it at [hr.chq@aaiclas.aero](mailto:hr.chq@aaiclas.aero)

6.5 Instead of directly appearing in the Interaction on the above scheduled date(s), filling and sending the application form prior to the date of interaction shall be appreciated.

6.6 Candidates belonging to OBC category should submit the certificate in the prescribed format including the "Non-Creamy layer clause" mentioned in it, which should be 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.

## **7. GENERAL CONDITIONS:**

- 1.1 The short-listed eligible candidates will be considered for engagement on a Fixed Term Contract basis (FTC) initially as Security Screener (Fresher) on stipend and on completion of screener's certification, the contract shall be started for a period of three years. 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 engagement will come into force.
- 1.2 Selected Candidates will have to bear the cost of the Pre-Engagement Medical Examination(s), if any.
- 1.3 For the selection process/joining, no reimbursement w.r.t. TA/DA shall be made in this regard.
- 1.4 Period of Contract: Fixed Term Contract (FTC) for three years :-
  - (a) The FTC will be renewable or fresh contract be issued (as the case be) at the sole discretion of the management of AAICLAS only subject to satisfactory performance and requirement of company.
  - (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, as per the need of the company.
- 1.5 The Notice period for resignation or leaving the company shall strictly be three months.

- 1.6 The applicant must ensure that they fulfil all the eligibility criteria, **as on 31/01/2023**, and that the particulars furnished by him/her 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 position, the candidature is liable to be rejected and, if engaged, engagement will be terminated, without giving any notice or reasons therefor.
- 1.7 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.
- 1.8 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 and job requirement etc. will not vest any right on candidates for being called for selection process etc. No correspondence will be entertained from candidates found ineligible or not called for selection process.
- 1.9 AAICLAS reserves the right to modify/ alter/ restrict/ enlarge/ cancel the engagement/ selections process (in part or full), 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.
- 1.10 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.
- 1.11 AAICLAS may increase or decrease in number of positions, without assigning any reason whatsoever. The engagement shall be in phase-wise basis, on need basis, within a period of 6 months from the date of interaction.
- 1.12 Online interaction shall be made for all candidates, those who will appear online by the given date and time, no request for extension in time or change of date etc. shall be entertained.

- 1.13 The selected candidates have to perform all the screening and allied services including operation etc., as per the requirement of the company.
- 1.14 In case any candidate could not be able to join interview (due to link issue or due to any other issue) on the given date, he/she may send their application at [hr.chq@aaiclas.aero](mailto:hr.chq@aaiclas.aero) by stating the reason, thereafter they shall be given a fresh date of interview either telephonically or on their e-mail IDs.
- 1.15 In case of any query you may write to AAICLAS helpdesk at [hr.chq@aaiclas.aero](mailto:hr.chq@aaiclas.aero) and in case no reply be received within 2 working days, only then you may call on 011-24667733.
- 1.16 Character Certificate will be required at the time of joining, from previous organization and police verification shall be carried out as per BCAS Norms.
- 1.17 In case of selection of any of the candidates and thereafter acquiring of all certifications/qualifications, he/she has to keep his/her all BCAS / AVSEC Certification valid at all the times and they themselves have to undergo for refresher course if any, for which the assistance/letter, special leave for the training, TA (to and fro) from station of posting to the place of training (as per eligibility) and applicable fee be borne by AAICLAS.
- 1.18 By opting any station in the application form does not reserve any right of posting at such station, the positioning of selected candidate shall be strictly as per the need of the company.

## **7. ANNOUNCEMENTS**

All further announcements/ details pertaining to this process will only be published/ provided on AAICLAS authorized website [www.aaiclas.aero](http://www.aaiclas.aero) from time to time, including link for the interaction and results etc.

**8. DISCLAIMER**

In case it is detected at any stage of engagement 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 engagement, his /her services are liable to be terminated without any notice or any amount in lieu of notice. 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.

Jt. General Manager (HR)  
for Chief Executive Officer  
AAI Cargo Logistics & Allied Services Company Ltd.  
AAICLAS Complex, Delhi Flying Club Road  
Safdarjung Airport, New Delhi – 110003  
[hr.chq@aaiclas.aero](mailto:hr.chq@aaiclas.aero)

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

- i) Graduation Passing Certificate or Provisional Degree Certificate
- ii) Caste Certificate in case of SC / ST / OBC candidates (if applicable)
- iii) Ex-Serviceman Certificate / Experience Certificate(s)
- iv) Any other relevant document(s).



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 – Advt. No. 02 of 2023**

To,

**The Joint 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: **SECURITY SCREENER(FRESHER)-EXSM**

STATION OPTED FOR POSTING: \_\_\_\_\_

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 \_\_\_\_\_ 12. PAN No : \_\_\_\_\_

13. (a) Aadhar Card No.: \_\_\_\_\_ (b) Passport No. \_\_\_\_\_

14. 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

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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"

15. 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 <sup>th</sup> Class				
12 <sup>th</sup> Class				
Graduation (if any)				
Any other (please specify)				

16. Work Experience :

Organization	Post Held	Period of Service		Nature of Job
		From	To	
	.	.	.	
	.	.	.	

17. 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) Where you ever arrested? **YES/NO**  
(b) If Yes, furnish full details.

17. Disclosure of relatives, if any, working in AAI / AAI Cargo Logistics & Allied Services Company Ltd. and/or Aviation Sector:

Name	Designation	Company	Relationship with the candidate

18. **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 my 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 \_\_\_\_\_

