

AIR INDIA LIMITED: WESTERN REGION

New Engineering Complex, Sahar, Mumbai-400099.

Ref.No.MPR/RT Operator/2014

Date: 13th January 2014

STAFF EMPLOYMENT NOTICE NO 01 OF 2014

Applications are invited from Indian Nationals for filling up the post of RT Operator and to form panel for future requirement.

Selected candidate will be paid total emolument of Rs.16,000/- (Sixteen Thousand Rupees) per month inclusive of all allowances.

Eligibility Criteria as on 01st January 2014

Educational Qualification:	Graduates. (Computer Knowledge desirable)
Technical Qualification:	Holder of valid RT License. Possessing a valid Flight Dispatcher license will be an added advantage.
Age Limit:	Between 18 to 30 years (relaxable by 5 years for SC/ST and 3 years for OBC and for Ex-Servm as per govt. rules).
Nature of Employment:	Contractual
Period of Contract:	Fixed term Contract of One Year.
Process of Selection:	Personal Interview.

How To Apply:

Candidates who wish to apply are advised to send their application in the prescribed format along with a set of self-attested photocopies of all certificates of Educational Qualification, Experience, Date of Birth, Caste, RT License and other related documents and a recent passport size color photograph duly pasted on the Application. Along with the application form candidate should attach a **Demand Draft of Rs.300/-**(Rupees Three Hundred only) (not applicable for SC/ST/Ex-Servm) in favour of **"Air India Limited"** payable at Mumbai. The application should reach **on or before 07/02/2014** at the address mentioned below:

**Air India Limited,
Recruitment Section,
Personnel Department,
New Engineering Complex,
Sahar, Vile Parle (East),
Mumbai – 400099.**

The envelope should be superscribed - **" APPLICATION FOR THE POST OF R. T. OPERATOR "**

Candidates employed in Govt./Semi Govt./Public Sector Undertaking if selected should get **NO OBJECTION CERTIFICATE** from their respective companies at the time of Personal Interview.

Canvassing in any form will disqualify the candidature of the applicant.

Candidates belonging to SC/ST/OBC category must be in possession of Caste Certificate in the prescribed format issued by Appropriate Authority on Central Govt. employment format. (OBC candidates should be in possession of OBC Non Creamy Layer Certificate of the current year in addition to their Caste Certificate)

SD/-
(Vicky Rathod)
Dy. Manager (Personnel)
For General Manager (Personnel)

APPLICATION FORMAT

For Office use only				
Eligible / Not Eligible	Advert.	Emp. Exch.	Roll No.	REMARKS
(Please tick / fill up the above as applicable)				
				Authorised Signatory
To Air India Limited, Recruitment Section, Personnel Department, New Engineering Complex, Sahar, Vile Parle (East), Mumbai – 400099.			Paste recent colour photograph and sign across (PASSPORT Size)	
POSITION APPLIED FOR (Write in Capital letters)		:		
Whether through Employment Exchange (If yes)		:	Employment Registration No. (Also attach copy of Registration Card)	
1.	Full Name (in Block letters)	:		
			First	Middle
	a) Father's Name	:		
2.	Date of birth (DD/MM/YYYY)	:		
3.	Place and State of Birth	:		
4.	a)Address for Communication	:	<hr/> <hr/> <hr/> <hr/>	
5.	b)Permanent Address	:	<hr/> <hr/> <hr/> <hr/>	

	c) Telephone No. (Residence with STD Code) d) Mobile e) Email (if any)	:			
6.	Gender (please tick whichever applicable)	:	MALE / FEMALE		
7.	Nationality:	7.a) State of Origin:	7.b) Religion:		
8.	a) Whether SC/ST/OBC/OTHERS : (Also mention sub-caste): (Indicate category to which you belong by marking "X" in the appropriate box and also mention sub-caste)				
		SC	ST	OBC	OTHERS
	Sub Caste				
	i) If SC/ST/OBC – attach copy of the caste certificate as per Central Govt. Format. ii) If OBC, furnish current year certificate including the "Non-Creamy Layer Clause" OBC Community should be as per the Central List of OBCs published by the Govt. of India.				
	b) Whether Ex-Servicemen	:	YES / NO		
	c) Whether working in any Govt./Semi-Govt. / Public Sector Undertaking or autonomous body. (If "YES" enclose "No Objection Certificate")		YES / NO		
	(If yes, furnish details of service, position held, date of release, details of experience after release (attach copies of relevant documents.)				
9.	Fluency in languages : Mark "X" in the appropriate column.				
	Languages	Read	Speak	Write	Remarks*
	a) English				
	b) Hindi				
	c) Mother tongue (specify)				
	d) Others (specify)				
	* Indicate whether any Certificate / Language Course done and the duration of the course alongwith copies of such certificates.				

10.	Educational / Technical / Other Qualifications : (Matriculation / SSC onwards) :				
	Examination(s) passed (Specify Degree / Diploma / Course)	Name of the University / Institution	Date, Month and year of passing	Duration	Percentage of Marks (Class / Division)
Candidates must carry all original testimonials alongwith a set of photo copies of the Certificates if called for the Personal Interview (inclusive of Mark sheets, passing certificates).					
11.	Whether holder of valid R.T. License? If yes please give details		Date of Issue		Valid upto
	Yes / No				
	Whether holder of valid Flight Dispatcher License? If yes please give details		Date of Issue		Valid upto
	Yes / No				
12.	Experience:				
	Name of the Organisation	Post Held	Period		Nature of job
			From	To	
13.	Particulars of Demand Draft (in favour of Air India Limited payable at Mumbai)				
	Name & Address of the issuing bank and branch.		Date of issue	Demand Draft No.	Amount
14.	Do you have any relative working in Air India Charters Ltd. / Air India Air Transport Services Ltd. / Hotel Corporation of India Ltd. / Air India. If yes, furnish as given below:				
	Name	Designation	Company		Relationship
15.	Extra Curricular Activities: (if any)				
16.	Declaration: I hereby certify that the foregoing information is best to my knowledge and belief. I have not suppressed any material fact or factual information in the 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 fulfill the eligibility criteria according to the advertisement, then my candidature will be rejected / services terminated at any time without giving any notice or reason therefore.				
17.	Place / Date	:	(Signature of the applicant)		

List of following documents must be attached with the application, please tick against the documents which attached):

(MUST bring all the following **ORIGINALS** for verification at the time of interview along with a set of photocopies of the same)

1.	Application Fee(Demand Draft of Rs 300/-), wherever applicable.	
2.	School Leaving Certificate	
3.	Caste Certificate in case of SC / ST / OBC candidates.	
4.	Non-Creamy Layer Certificate Compulsorily- Current year (For OBC Candidates)	
5.	SSC Mark-sheet and <u>SSC Passing Certificate Compulsorily.</u>	
6.	12 th Std. / Pre-Degree Mark-sheet and Passing Certificate.	
7.	Graduation Mark-sheet & passing certificate.	
8.	R T License	
9.	Flight Despatcher License	
10.	Discharge Certificate in case of Ex-Servicemen	
11.	Experience Certificate(s) wherever applicable.	
12.	Any other relevant Certificates if any.	