## *AIR INDIA LIMITED*

Air India Limited wishes to engage Data Entry Operators for IT-MRO (Information Technology-Maintenance Repair & Overhaul) back offices of its subsidiary company Air India Engineering Services Limited, at Bengaluru (04 nos), Chennai (05 nos), Kochi(01 no.) and Hyderabad (04), on a fixed-term contract, for a period of one year, extendable by one year each time. The maximum duration of the contract would be for three years. Further extension, if any, beyond three years would be solely based on the requirement and/or at the discretion of Air India Engineering Services Limited.

**Qualification as on 1.11.2013:**

(a) Age limit: not less than 18 and not over 30 years
(b) Educational Qualification: 3 years Diploma in Engineering (Electronics & Communication / Computer Science / Information Technology / Aircraft Maintenance Engg) with 2 years experience, preferably with IT skills

<div align="center">OR</div>

Degree in Engineering (Electronics & Communications / Computer Science / IT/ Aeronautical) with 6 months experience with IT skills.

(c) Other Qualifications: (i) Experience in Data Entry operations in any ERP / MIS systems desirable. (ii) Knowledge of Microsoft Office Products like MS Word, Excel, etc. desirable. (iii) Knowledge of Software Installations on the PCs and Hardware troubleshooting of the PCs/ Networks desirable. (iv) Experience in Aviation industry will be an added advantage.

**Emoluments :** Rs.10,000/- per month consolidated for the first year. Rs.11,000/- per month consolidated for the second year. Rs.12,000/- per month consolidated for the third year.

No other allowance/benefit will be paid expect for the above emoluments. The candidates will not have any claim or preference in the matter of employment in Air India Engineering Services Limited or Air India Limited or its subsidiary companies by virtue of this contract.

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

Interested candidates are required to ***WALK-IN in person for an interview*** **on the date, time and venue as given below:**

| Chennai | Hyderabad |
|---|---|
| Date : 19th November 2013 (Tuesday) | Date : 21st November 2013 (Thursday) |
| Time : From 1000 hrs to 1400 hrs | Time : From 1000 hrs to 1400 hrs |
| Venue : Office of G M – Personnel, Southern Region, Air India Limited, "Airlines House" GST Road, (Opp. to Honda Showroom) (Near Meenambakkam Railway Station & Bus Stop)Meenambakkam, Chennai. PIN– 600 027. TN State | Venue : Office of Dy G M - Personnel Air India Limited, Opposite Police Lines, Begumpet Hyderabad. PIN – 500 016. AP State. |

| Bengaluru | Kochi |
|---|---|
| Date : 26<sup>th</sup> November 2013 (Tuesday)<br>Time : From 1000 hrs to 1400 hrs<br>Venue : Office of Dy Manager - Personnel<br>Air India Limited, HAL Airport,<br>Vimanapura, Bengaluru. PIN – 560 017<br>Karnataka State | Date : 28<sup>th</sup> November 2013 (Thursday)<br>Time : From 1000 hrs to 1400 hrs<br>Venue : Office of Station Manager,<br>Air India Limited,<br>Durbar Hall Road<br>Kochi. PIN – 682 016. Kerala State. |

Note: Candidate should come with their bio-data, passport size photographs, and with all original certificates (including one photocopy self-attested) in respect of their age, qualifications (from 10th Standard onwards), Degree/Diploma, experience, etc.

Actg. General Manager - Personnel
Air India Limited
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Chennai – 600 027
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