



**AI ENGINEERING SERVICES LIMITED**  
(A WHOLLY OWNED SUBSIDIARY OF AI ASSESTS HOLDING LIMITED)

Ref No.: AIESL/HR-HQ/2023/3259

Date: 05.04.2023

**Contractual Engagement as Engineering Training Instructor**

AI Engineering Services Limited (AIESL), a wholly owned subsidiary of AIAHL is a Maintenance and Repair Organization approved by DGCA (India) under CAR 145. MTO-AIESL, is approved as Maintenance Training Organization under CAR 147. AIESL wants to engage Indian Nationals who meet the requirements specified hereunder, as Engineering Training Instructor to be initially positioned at various MTOs at Mumbai, Kolkata, Delhi in India, on a fixed term contract for an initial period of five year subject to further extension based on the Company's requirement and performance of the candidate. AIESL invites applications from Indian nationals fulfilling the requirements as on 01<sup>st</sup> April, 2023 for the following posts and to maintain a waitlist for future requirements.

**1. NUMBER OF POSTS**

Total posts – 23 (12 Aero Mech. and 11 Avionics). Out of the 23 posts 06 posts are in Delhi, 08 post are in Mumbai and 09 post are in Kolkata. Reservation will be applicable as per Government guidelines.

**2. ELIGIBILITY CRITERIA AS ON 1<sup>st</sup> APRIL, 2023.**

**QUALIFICATION**

Candidates must possess Degree in Engineering in the field of Aeronautical/ Mechanical/ Electrical/ Electronics/ Communication/ Instrumentation/ Engineering OR equivalent qualification OR AME holding license in any of the category (B1 or B2).

**EXPERIENCE AS ON 1<sup>st</sup> APRIL, 2023.**

Must possess a minimum of 03 years teaching experience in a reputed organization/ college/ training school/ training institution or worked in the field of aeronautical engineering for minimum of 03 years.

**AGE LIMIT**

General / EWS Category — Not above 35 Years as on 01/04/2023

O.B.C. — Not above 38 years as on 01/04/2023

SC/ST — Not above 40 years as on 01/04/2023

Ex-Servicemen -- upper age limit of 35 years as on 01/04/2023 would be relaxed to the extent the candidate has served in a regular post in Army/ Navy/ Air force before retirement/ release or discharge from such post plus three years.



### **3. EMOLUMENTS**

The job carries an all-inclusive consolidated pay ranging from Rs 45,000/- (Rupees forty five thousand only) to a maximum of Rs. 60,000/- (Rupees sixty thousand only) per month depending upon the year of experience and qualifications. The pay would be increased by Rs. 5000/- for every completed year of service.

### **PERIOD OF CONTRACT**

Fixed Term Contract for a period of 5 years which may be extended for further period based on performance and requirement of AIESL. The contract can be terminated earlier at any time at the discretion of the Management during the tenure of the contract by giving one month's notice or one month's pay in lieu of notice period. Similarly, the candidate may also terminate the contract by giving one month's notice or one month's pay in lieu of notice period.

### **4. SELECTION PROCEDURE**

Selection procedure involves personal interview of the candidates who prima facie meets eligibility criteria & Pre-Employment Medical Examination. The selected candidate will have to bear the cost of Pre-Employment Medical Examination and any additional tests if required.

### **5. HOW TO APPLY:**

Candidates who wish to apply are advised to print the Application Format attached below, fill it and send the application addressed to Chief Human Resource Officer (CHRO), AIESL by Post/ Speed post/ courier at following address in an envelope that must be super scribed with the name of post, at the venue mentioned below:

AI Engineering Services Limited  
Personnel Department,  
2<sup>nd</sup> Floor, CRA Building, Safdarjung Airport  
Complex, Aurobindo Marg,  
New Delhi – 110003

**The last date of receipt of application along with the applicable Demand Draft is 17:00 hours on 26<sup>th</sup> April 2023 on the above address. Applications received after the last date will not be entertained.**

Applicants serving in Government/ Semi-Government/ Public Sector Undertakings should apply through proper channel and also submit NOC from their present employer prior to interview.

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



**a) Self-attested copies of supportive documents in respect of:**

1. Educational/ Technical Qualification (i.e., SSC, HSC, 1<sup>st</sup> year, 2<sup>nd</sup> year 3<sup>rd</sup> year and 4<sup>th</sup> Year Graduation or higher education with mark sheets for each year), as applicable.
2. Date of birth proof (Original School Leaving Certificate or attested photo copy duly signed by the principal of same School/College and SSC passing certificate.)
3. Candidates are advised to carry experience certificate and if currently employed they should bring along with them the appointment letter and the latest pay slip as supporting document.
4. The Demand Draft for an amount of Rs.1,500/- (Rupees One Thousand Five Hundred only) drawn in favor of "AI Engineering Services Limited", payable at New Delhi (Not Applicable for SC/ST).
5. Aviation qualifications, if any.
6. Caste/ EWS Certificate in the prescribed format in case of SC/ST/OBC/ EWS candidates.

The application, in the prescribed format, must be submitted along with the above-mentioned requisite documents. Original Certificate should not be submitted with the application, but should be brought for verification along with one set of photocopies. The Company is not responsible for returning any original or copies of certificates/ testimonials submitted along with the application. Candidates who fail to produce the original testimonials for verification may not be allowed for the selection process.

- b) Candidates belonging to OBC Category must submit a duly attested photocopy of Non-Creamy Layer certificate issued in current financial year in the format as prescribed by Government of India and issued by the Competent Authority. The certificate, inter-alia, must specifically state that the candidate does not belong to socially advanced sections excluded from the benefits of reservation for OBC in civil posts and services under the Government of India. The Certificate should also contain the Creamy Layer Exclusion clause. The Certificate produced by the candidates of OBC community should be as per the Central List of OBCs published by the Government of India and not as per State List.



**Pre-Employment Medical Test of the selected candidates:**

Candidates will have to bear the cost of the Pre-Employment Medical Examination(s), any additional tests, if required; the additional cost thereof will also have to be borne by the candidate.

The short-listed candidates will be inducted as per vacancies subject to being found FIT in the Pre-Employment Medical Examination.

**GENERAL CONDITIONS:**

- a) The short-listed candidates will be considered for engagement on the fixed term Contract basis, subject to their medical fitness prescribed for the post. The selected candidates may be posted in any station/ region of AIESL.
- b) Reservation and concessions/relaxations to SC/ST/OBC/EWS/Ex-Servicemen candidate would be extended as per Government Directives in this regard.
- c) SC/ST candidates fulfilling the requirements and appearing for Personal Interview residing beyond 80 kms. from the Interview Centre and not employed in any Government/ Semi-Government /Public Sector Undertaking or Autonomous Bodies will be reimbursed second class to and fro rail/bus fare by the shortest route as per rules, on production of evidence to that effect
- d) The applicant must ensure that they fulfill all the eligibility criteria as on 01/04/2023 and that the particulars furnished by them in the application are correct in all respects. Candidates failing to bring the relevant original and photocopy of testimonials will be disqualified. At any stage of the Selection Process, if the particulars provided by the candidate in the application or testimonials supplied are found incorrect/false or not meeting the eligibility requirements prescribed for the post, the candidature is liable to be rejected and, if appointed, services terminated without giving any notice or reasons thereof.
- e) Any canvassing by or on behalf of the candidate or bringing political or other outside influence with regard to their engagement/selection will be considered a DISQUALIFICATION.



## APPLICATION FORMAT

### **AI ENGINEERING SERVICES LIMITED**

(A WHOLLY OWNED SUBSIDIARY OF AI ASSEST HOLDING LIMITED)

For Office Use Only

PERSONAL INTERVIEW DATE

REMARKS- ELIGIBLE/NOT ELIGIBLE

ANY OTHER  
\_\_\_\_\_

## FORMAT OF APPLICATION

To,

Chief Human Resources Officer  
AI Engineering Services Ltd,  
2<sup>nd</sup> Floor, CRA Building, Safdarjung Airport Complex,  
Aurobindo Marg,  
New Delhi – 110003

Paste recent  
Color  
Photograph and  
sign across  
(Passport size)

POSITION APPLIED FOR

(Write in Capital letters): \_\_\_\_\_

***The positions are for Mumbai, Kolkata and Delhi.*** The candidates may indicate their Preferred Station/ Region of posting:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

2. Full Name (in Block letters): \_\_\_\_\_  
First Middle Surname

a) Father's Name \_\_\_\_\_

3. Date of Birth (DD/MM/YYYY) \_\_\_\_\_

4. Age as on (01.04.2023) \_\_\_\_\_

5. Place and State of Birth: \_\_\_\_\_

6. Mailing Address: \_\_\_\_\_

Pin code: \_\_\_\_\_



a) Telephone No. (Residence with STD Code): \_\_\_\_\_

b) Mobile \_\_\_\_\_ c) Email: \_\_\_\_\_

7. Gender (please tick whichever applicable): MALE/ FEMALE

8. Marital Status: Mark "X" in appropriate Box.

Unmarried	Married	Divorce	Widow(er)	Separated

8.

8 a)	Nationality	8 b)	Religion
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9. a) Fluency in Languages: Tick (√) appropriate:

Languages	Read	Speak	Write	Remarks
a) English				
b) Hindi				
c) Local (Specify)				
d) Mother Tongue (Specify)				
e) Others (Specify)				

b) Conversant with basic Computer Operation : Yes / No

10. a) Whether SC/ST/OBC/EWS/OTHERS: (Also mention sub-caste):

Sub Caste	SC	ST	OBC	EWS	OTHERS

(Indicate category to which you belong by marking "X" in the appropriate box and also mention sub-caste)

i) If SC/ST — attach copy of the caste certificate as per Central Govt. Format.

ii) 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 Govt. of India.

iii) If EWS, for claiming the benefit applicable to Economically Weaker Section Category (EWS), candidates have to produce latest Income and Asset Certificate issued by the Competent Authority, in the prescribed format, failing which such candidates would be considered as General category. The Income and Asset Certificate shall be valid for the financial year 2022-23 and shall be prepared on the basis of income and asset verification for the financial year 2021-22



11. **Whether Ex-Servicemen** : YES / NO  
 (If yes, furnish details of service, position held, date of release, details of experience after release (attach copies of relevant documents.)

12. **Whether working in any Govt./Semi-Govt. / Public Sector Undertaking or autonomous body.**  
 (If "YES" enclose "No Objection Certificate") YES / NO

13. Educational 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)
10th (SSC)				
12th (HSC or pre-degree)				
Degree in Engineering				
Other Qualifications				

Candidates **must carry** all original testimonials along with a set of self-certified photo - copy of academic/ technical qualifications and aviation qualifications.

14 a. Aviation qualifications as on the date of application, if any.

License / Training	BAMEL/AME Lic. No.	Category	Issuing Authority	Date of Issue	Valid up to	Remarks
BAMEL						
License details						

14 b. Any other training (Fuel Tank Safety training / Human Factors Training, etc.) — Please provide details.



15 Details of related **Work Experience**: (Period / Capacity / Salary): (Attach separate Sheet if required)

<b>Name of Company/ College/ Institution/ University</b>	<b>Period of Employment</b>	<b>Capacity /Position held</b>	<b>Nature of Job</b>	<b>Gross Salary</b>

16 Particulars of Demand Draft (in favour of **AI Engineering Services Ltd.** payable at New Delhi)

<b>Name &amp; Address of the issuing bank and branch.</b>	<b>Date of issue</b>	<b>Demand Draft No.</b>	<b>Amount</b>

16. Do you have any relative working in AI Engineering services Ltd./ any other subsidiaries of AI Assets Holding Limited.

If yes, furnish the details as follows:

<b>Name</b>	<b>Designation</b>	<b>Company</b>	<b>Relationship</b>

17. Declaration: I hereby certify that the foregoing information are correct to the best of 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.

18. Place:

19. Date

**(Name and Signature of the Applicant)**





Copy of following documents must be attached with the application  
(Please also bring all ORIGINALS for verification along with self-attested photo copies)

1	Application Fee, wherever applicable	
2	Two additional recent passport-size photographs	
3	School leaving Certificate as proof of age	
4	Caste Certificate in case of SC/ST/OBC/EWS	
5	Matriculation Mark-sheet and SSC Passing Certificate	
6	Degree Mark-sheet and Passing Certificate (with copies of Mark-sheets of all Semesters), as applicable	
7	All Other Mark-sheets/ Certificates	
8	(a) Aviation Related License / Training Certificates (s) (b) Last Two years Aviation Experience log/Details, if applicable.	
9	Discharge Certificate in case of Ex-Serviceman.	
10	Experience Certificate(s).	
11	Applicants working in Government/ Semi-Government/ Public Sector Undertakings or autonomous bodies, to submit NOC from their organization.	