

# Alliance Air Aviation Limited

(A wholly owned subsidiary of AIAHL)

Ref No. :- AAAL/PERS/2023/1664

Date:-27.03.2023

## Sub: Virtual Interview

Alliance Air invites applications from Indian Nationals for filling up the following posts:-

<b>Manager Security</b>	
<b>Number of Posts</b>	1 (One)
<b>Place of Posting</b>	Mumbai
<b>Qualification</b>	Graduate from recognized university in India with Basic AVSEC Qualified. (12 days pattern). Preference will be given NCC "B/ C" Certificate.
<b>Experience</b>	Total 07 years' experience in Aviation/Airline Security is required out of which 03 years' experience as Officer Security / Executive Security.
<b>Job Responsibilities (in brief)</b>	Liaison with BCAS, DIAL, CISF and other regulated agencies. Draft preparation action taken report of different agencies like BCAS, QMS, Internal Audit, Security Manual and Fire & Safety etc. Expert in BCAS training related matter.
<b>Age</b>	Maximum Age 45 Years (as on 27.03.2023) (Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules.)
<b>Salary &amp; Emoluments</b>	INR 42,000/- per month approx (all inclusive)

<b>Officer Security</b>	
<b>Number of Posts</b>	1 (One)
<b>Place of Posting</b>	Mumbai
<b>Qualification</b>	Graduate from recognized university in India with Basic AVSEC Qualified. (12 days pattern). Preference will be given NCC "B/ C" Certificate
<b>Experience</b>	05 years' experience in Aviation/Airline Security on level of supervisor / Officer / Executive Level and above position.
<b>Job Responsibilities (in brief)</b>	Liaison with BCAS, DIAL, CISF and other regulated agencies. Draft preparation action taken report of different agencies like BCAS, QMS, Internal Audit, Security Manual and Fire & Safety etc. Expert in BCAS training related matter.
<b>Age</b>	Maximum Age 45 Years (as on 27.03.2023) (Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules.)
<b>Salary &amp; Emoluments</b>	INR 36,000/- per month approx (all inclusive)

<b>Officer Security (Admin)</b>	
<b>Number of Posts</b>	1 (One)
<b>Place of Posting</b>	Delhi
<b>Qualification</b>	Graduate from recognized university in India. And minimum one year computer technical Diploma.
<b>Experience</b>	03 years' experience in Aviation/Airline Security in Admin Section.
<b>Job Responsibilities (in brief)</b>	The job functions would involve carrying out day to day functions to support Security Admin section, in managing office, management of files, Typing on MS Word / MS Excel / PPT / Hyperlinek formats Supervising successful completion of admin work, any other functions assigned by the management from time to time.
<b>Age</b>	Maximum Age 35 Years (as on 27.03.2023) (Upper age limit is relaxable by 5 Years for SC/ST & 3 Years for OBC Candidates. Ex-Servicemen will be given age relaxation as per rules.)
<b>Salary &amp; Emoluments</b>	INR 36000/- per month approx (all inclusive)

Can be transferred to any other location within India due Operational requirement.  
Reservations of SC/ST/OBC/EWS/Ex-Servicemen candidates will be as per Government Directives.

**SELECTION PROCEDURE : - Virtual Interview**

**Candidates (Indian National only) who wish to apply are advised to log on to Career page of Website : [www.allianceair.in](http://www.allianceair.in) , Download & fill up the Application form with all supporting documents of your education qualification, professional qualification, caste certificate & experience etc. should be sent to Personnel department mail id i.e. [pers@allianceair.in](mailto:pers@allianceair.in) . Name of the Post should be mentioned in subject line of email in uppercase format. The virtual interview will be taken through Video conferencing. The following documents are required to be sent through email:-**

- I. A duly filled in Application Form in the prescribed format which is given in the advertisement and a recent passport size photograph pasted in the space provided in the Application Form.
- II. Matriculation (10<sup>th</sup> class) certificate in support of date of birth.
- III. Graduation Mark sheet and Degree.
- IV. Work experience related documents.
- V. Valid BCAS Basic AVSEC (12 days' new pattern certificate).
- VI. Valid BCAS Certified XBIS Screener Certificate.
- VII. NCC 'B/ C' Certificate.
- VIII. SC/ST Certificate In case of SC/ST candidates.
- IX. OBC Certificate in the prescribed Performa for Central Govt. Employment issued by the competent authority in case of OBC Candidates.
- X. Scanned copy of Demand Draft. (Not applicable for SC/ST Candidates).

Candidates are required to give a Demand Draft for an amount of **Rs.1,500/- (Rupees One Thousand Five Hundred only) payable to Alliance Air Aviation Limited, payable at New Delhi (Not Applicable for SC/ST Candidates).**

**Applicable for SC / ST / OBC and EWS Candidates ONLY :** Caste Certificate in the prescribed proforma issued by the appropriate authority. Candidates belonging to OBC Category will be required to attach the Caste Certificate in the proforma meant for Central Government employment." Candidates belonging to OBC category ,the category certificate should be in the prescribed format including the "Non –Creamy layer clause" issued by the Competent Authority for employment under Government of India and should be as per the Central list of OBC's published by Government of India. Please also note that the validity of "Non - Creamy layer" Certificate should not be older than 06 (Six) months from the date of eligibility criteria."

Applicants serving in Government/Semi-Government/Public Sector Undertakings should apply through proper channel.

**Candidate are also advised to send the filled up application form along with the above mentioned self-attested documents by Post / Speed post / Courier at following address in an envelope that must be super scribed with the post:-**

<p>Post Applied For _____ <b>Alliance Air Personnel Department Alliance Bhawan, Domestic Terminal -1, I.G.I Airport, New Delhi – 110037</b></p>
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**The last date of receipt of applications is 1700 hrs on 05.04.2023 on the above address.**

**Note:- The Demand Draft of Rs. 1,500 /- (One Thousand Five Hundred Rupees only) should also be sent with Applications.**

**Applications received after last date will not be entertained.**

**FIXED TERM EMPLOYMENT AGREEMENT:**

All the Selected candidates will be appointed for on a Fixed Term Employment Agreement. The Fixed Term Employment Agreement is extendable subject to satisfactory performance.

**Benefits — Free / Concessional Air Passages**

The Employee will be entitled to Concessional air passages/free air passages, for self and his/her declared family on **Alliance Air Network only** each passage year as per company policy. The applicable taxes, levy, charges etc. shall be paid by the employee.

In addition, the above post also carries other benefits such as Provident Fund, Gratuity etc., as per rules.

**General Terms & Conditions**

The Management reserves the right to modify/change in the schedule/condition/requirement/ number of posts based on the actual need at a point of time in future.

The short listed candidates will be considered for engagement on the Fixed Term Employment Agreement, subject to their medical fitness prescribed for the post. The selected candidates may be posted in any station operated by Alliance Air Aviation Limited.

Candidates will have to bear the cost of the Pre-Employment Medical examination(s)/ pre-employment formality. In case additional tests, are required, the additional cost thereof will also have to be borne by the candidate.

Please note that you will be allowed to appear in Virtual Interview only in case you fulfill the eligibility criteria and other laid down requirements as specified in the notification/ advertisement.

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**Alliance Air Aviation Limited**  
(A wholly owned subsidiary of AIAHL)

**FORMAT OF APPLICATION**

Paste a recent  
Passport size  
photograph

(Please do not  
staple)

I. a/ Name: \_\_\_\_\_

b/ Father's Name: \_\_\_\_\_

c/ Address: \_\_\_\_\_

Pin Code \_\_\_\_\_

d/ Contact Details:

i) Telephone Nos.: \_\_\_\_\_

ii) Mobile No.: \_\_\_\_\_

iii) E-mail id: \_\_\_\_\_

e/ Date of Birth: \_\_\_\_\_

f/ Age (As on 27.03.2023) \_\_\_\_\_ (Years) \_\_\_\_\_ (Months) \_\_\_\_\_ (Days)

g/ Nationality: \_\_\_\_\_

h/ Religion: \_\_\_\_\_

II. Category you belong to:

(Please ✓)

GEN

SC

ST

OBC

EWS

(In case of OBC, candidates would be required to produce OBC certificate in the prescribed proforma issued by the appropriate authority for Central Government employment)

III. Bank Draft No. & Date: \_\_\_\_\_ Drawn on: \_\_\_\_\_

(Not applicable in case of ST /SC Candidates)

**IV. Education Qualifications:(Matriculation/SSC onwards)**

Examination Passed (specify Degree e.g. BA/BSC/BCom etc./Diploma course	Name Of the University /Institution/ Board	Month & year Of passing	Duration / Subjects	Percentage of marks (class/division)
10 <sup>th</sup> (SSC)				
12 <sup>th</sup>				
Graduation				
Any Other (specify)				

**V. Details of other Certificates**

Certificate Passed	Date of getting certification	Validity	
		From	To
BCAS Basic AVSEC (12 days new pattern)			
Screener X-Ray Certificate (Valid)			

**VI. Details of previous employment**

Organization	Designation	Period		Salary Drawn	Reasons for leaving
		From	To		

**VII. Passport Details (If available)**

Number : \_\_\_\_\_

Date of Issue : \_\_\_\_\_

Date of Expiry: \_\_\_\_\_

Any other information:

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 may be rejected.

Date:

SIGNATURE OF CANDIDATE

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**OBC Certificate Format**

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS/ ADMISSION TO CENTRAL EDUCATIONAL INSTITUTIONS (CEIs), UNDER THE GOVERNMENT OF INDIA**

This is to certify that Smt / Kum \_\_\_\_\_ Daughter of Shri / Smt. \_\_\_\_\_ of Village / Town \_\_\_\_\_ District / Division \_\_\_\_\_ in the \_\_\_\_\_ State, belongs to the \_\_\_\_\_ Community which is recognized as a backward class under:

- (i) Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated 25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 9/03/96.
- (v) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

Smt / Kum. \_\_\_\_\_ and / or her family ordinarily reside(s) in the \_\_\_\_\_ District / Division of \_\_\_\_\_ State. This is also to certify that she does not belong to the persons / sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004.13/15

District Magistrate / Deputy Commissioner, etc.

Seal

Dated : \_\_\_\_\_

**NOTE:**

- a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- b) The authorities competent to issue Caste Certificates are indicated below:
  - (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendiary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
  - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
  - (iii) Revenue Officer not below the rank of Tehsildar and
  - (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.
- (v) Caste Certificate issued from Maharashtra State must be validated by social welfare Department of Maharashtra Government.

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Government of .....  
(Name & Address of the authority issuing the certificate)

**INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

**VALID FOR THE YEAR** \_\_\_\_\_

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_, Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_ in the State/Union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her 'family'\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_. His/her family does not own or possess any of the following assets\*\*\* :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

Recent Passport size  
attested photograph of  
the applicant

\*Note1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

\*\*\*Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.