

NOTE: Recruitment in Air India Charters Limited is FREE and is done only after the vacancies are advertised. However, as mentioned in the Advertisement, an Application Fee may be required from the Applicant, which is in the form of a Demand Draft or Postal Order, drawn in favour of the Company.

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12<sup>th</sup> August 2015

Air India Charters Ltd Wishes to **engage AIRLINE ATTENDANTS**, as per requirements and to maintain a waitlist, **on a fixed term contract, for a period of three years**, for its low cost Airline **AIR INDIA EXPRESS**, to undertake flying duties on board the aircraft, in Kozhikode/Mangalore/Kochi/Thiruvananthapuram. In case of company requirements, these employees may also be required to undertake ground duties at different stations, at the Airport/Office.

**A.DETAILS OF VACANCIES**

SC	ST	OBC	UR	Total
32	14	49	98	193

**B. ELIGIBILITY CRITERIA**

**Age Limit:**

Between 18 and 24 years (Relaxable upto 5 years in case of SC/ST and 3 years in case of OBC categories)

**Minimum Educational Qualification:**

10+2 from a recognized Board/University

**Marital Status:** Unmarried

**Height :** Minimum required for :

- Male : 165 cms ( 5' 5" )
- Female : 157.5 cms ( 5' 2" )

(Relaxation of 2.5 cms (1") for SC/ST candidates and those hailing from North-East States & hilly areas. This relaxation will be granted to candidates who produce a Certificate of Domicile of this area).

**Weight:** In proportion to height as per Company's standard

**Vision:**

- Near Vision N/5 in a better eye and N/6 in worst eye.
- Distant vision 6/6 in one eye and 6/9 in another eye.
- Spectacles NOT allowed.
- Contact lenses up to +2D permitted.
- Colour vision should be normal on Ishihara Chart.

**Cosmetic appearance:**

- Should be well groomed with Clear complexion without any noticeable blemish, no odd scars / birth marks.
- Even and regular teeth.

**Speech:**

- **Clear speech, no stammering, lispng.** Command of the English/Hindi language should be with clear understandable accent

**Language Proficiency:** Should be fluent in English and Hindi and one or more Indian languages. Preference will be given to those proficient in Malayalam.

**Preference** and due weightage will be given in the selection to:

- a. Applicants who have three years' Degree/Diploma Holder in Hotel Management and Catering Technology from a Government recognized Institute.
- b. Applicants who have flying experience as Cabin Crew.
- c. Applicants who have successfully undergone a Course in First Aid

**Other Requirements:**

- ❖ Applicants must be well groomed and have a clear complexion.
- ❖ They should be dynamic and have a friendly hospitable disposition, with pleasing gestures.

### **C. SELECTION PROCEDURE:**

Selection Procedure involves

- ✓ Group Dynamics test
- ✓ Personality Assessment
- ✓ Personal Interview (PI)
- ✓ Pre-employment Medical Examination/ Previous Employment References

Candidates will have to bear the cost of the Pre-Employment Medical Examination(s), which could range between Rs.500/- and Rs.1000/. Any additional tests, if required, the additional cost thereof will also have to be borne by the candidate.

### **D. HOW TO APPLY**

Interested candidates, who fulfill the above requirements, may apply **ONLINE ONLY**

Candidates who wish to apply, are advised to log on to **Careers** Page of our

Website: **www.airindiaexpress.in** and fill in the Online Application Format.

**Before applying ONLINE, please ensure that you are ready with the following Documents/information: -**

1. A valid e-mail ID
2. A DIGITAL/SCANNED Passport-size Photograph (Size 10 KB to 35 KB ONLY) in JPG/JPEG format
3. A Medical Certificate from a MBBS Doctor stating therein Height in Centimeters (cms), Weight in Kilograms (Kgs) and Body Mass Index (BMI) and Colour Vision (Colour Blindness). The details with regard to Physical Standards, Doctor's name and Registration Number of the Doctor will be required while filling the Online Application Form. Candidates will be required to bring the said Medical Certificate in original at the time of appearing for GD & PI. A Format of Medical Certificate is also available on our Website for facilitation of the candidates.
4. Candidates using contact lenses will be required to bring a Certificate from an Ophthalmologist indicating therein the power of lenses as the same will be required while filling the Online Application Form. Candidates, who have undergone lasik surgery for correction of eyesight, will be required to bring a Certificate from an Ophthalmologist/supporting documents indicating therein the date on which, they have undergone for lasik surgery as the same will be required while filling the Online Application Form. Such candidates will be required to bring the said Medical

Certificate/s in original at the time of appearing for GD & PA.

5. A non-refundable **Demand Draft for Rs.500/-** (Rupees Five Hundred only) in favour of **AIR INDIA CHARTERS LIMITED**, payable at **MUMBAI** DD should be issued only from a nationalized bank.

Details of DD should be entered while applying online.

**Candidates would be required to submit the said Demand Draft at the time of GD & PA (Not applicable for SC/ST candidates).**

6. For SC/ST/OBC candidates only- Caste Certificate details - such as date of issuance and issuing authority. (Candidates belonging to OBC categories must be in possession of caste certificate in the prescribed proforma issued by the appropriate authority for Central Government employment.)

Note: All correspondence would be made ONLINE with the candidates. Eligible candidates would be required to bring photocopies of testimonials in support of their date of birth, qualification, experience, Caste and Medical Certificate(s) along with originals. Candidates would also be required to bring Demand Draft (if applicable) & domicile proof (if claiming relaxation in height) at the time of appearing for GD & PA

7. All Candidates, who fulfill the above eligibility criteria should apply online. Those employed in Government/Semi Government/Public Sector/ Private Sector Undertakings will be required to bring a "No Objection Certificate" from their employer at the time of appearing for GD & PA.
8. No Physical Application will be entertained under any circumstances.

#### **E. IMPORTANT DATES:**

Start Date for submission of Online Application : 12<sup>th</sup> August 2015  
(Beginning of working hours)

Last Date for submission of Online Application : 1st September 2015  
(Close of working hours)

Candidates will be required to refer to Career page of our Website: **[www.airindiaexpress.in](http://www.airindiaexpress.in)** for latest updates on selection process

## **F. GENERAL CONDITIONS:**

1. Eligible Female candidates will be required to appear for GD & PA in "SAREE" and male candidates in formal attire.
2. Online Application Forms of the candidate would be scrutinized and prima facie eligible candidates will be allowed to appear for further process. Please also note that the candidature is purely provisional and the candidates being allowed to appear for further process, does not in any way establish their eligibility for the post. If on screening of their applications/document(s), it is found that they do not possess the laid down qualification/experience/stipulated eligibility criteria (including physical standards), their candidature is liable to be rejected at any stage, without entering into any correspondence with the candidates in the matter.
3. Eligible candidates would be required to bring photocopies of testimonials in support of their date of birth, qualification, experience, Caste, Medical Certificate/s, Demand Draft and also domicile proof (if claiming relaxation in height) along with ORIGINALS at the time of appearing for GD & PA.
4. At the time of GD & PA, candidates will be required to bring two POST-CARDsize FULL LENGTH photographs (One-Front View and another-Side View). The dresscode prescribed for these photographs is SAREE for Female candidates and formal attire for Male candidates.
5. 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 the Govt. of India. Please also note that the validity of "Non-Creamy layer" Certificate should not be older than 6 (Six) months from the date of eligibility criteria.
6. For the process of GD & PA, candidates may require to stay back for a day or two at their own expenses, if required. No reimbursement shall be made in this regard.
7. Candidates belonging to Scheduled Caste/Scheduled Tribe categories will be entitled for reimbursement of second class return rail/bus fare from the nearest railway station i.e. from the address given in the application to the nearest Selection Centre on production of railway receipt/ticket, as per rules.
8. In Pre-Engagement Medical Examination, if it is found that the candidate does not fulfill the medical standards of the Company (including height, BMI & vision) as prescribed for the post, his/her candidature will be rejected automatically without entering into any correspondence in the matter.

9. **Training:** Selected candidates will be imparted training at Mumbai or at any other place decided by the Company
10. **Period of Fixed Term Engagement:** Candidates will be engaged on a Fixed Term contract initially for a period of three years, which is extendable subject to performance of the candidate and the Company's requirement.
11. **Emoluments:** During the period of training, the candidates will be given a **stipend of Rs.10, 000/- per month.**

**After successful completion of the training, candidates may initially draw Rs. 31880/- per month. The above salary includes Fixed pay of Rs. 18380/- and Rs.13500/- as Flying Allowance for 60 hours of flying in a month. The flying allowance will be payable for the actual number of hours flown in a month as per the rates applicable"**

12. Based on requirements of the Company, the candidate may be positioned at any station in the network.
13. The applicants should have a valid Indian Passport at the time when they are required to report for the Pre Employment Medical Examination.
14. The Company, at its discretion, may assign ground duties, as and when required
15. During the course or after completion or during extended term of fixed term engagement, the candidate will not claim for permanent absorption in the Company.
16. Canvassing in any form will disqualify the candidature of the applicant.

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