



AAI/NER/HR/RECTT/2021/ 214-434

Date: 03/02/2022

CIRCULAR

Sub: - Filling up the vacancies in the grade of Sr. Assistant (NE - 6 Level) in various disciplines through Departmental Examination in North Eastern Region.

In accordance with the provisions of Clause 22(v)(b) of Notified AAI R&P Regulations, 2020 and subsequent circulars, it is proposed to fill up the following vacancies of Sr. Assistants (NE-6 Level) in the pay scale of Rs. 36000-110000/- through Departmental Examinations for North Eastern Region:

- | | |
|-----------------------------------|------------|
| 1. Senior Assistant (Operations) | - 05 posts |
| 2. Senior Assistant (Finance) | - 02 posts |
| 3. Senior Assistant (Electronics) | - 09 posts |
| 4. Senior Assistant(OL) | - 01 post |

Applications are invited from eligible and willing departmental candidates who possess the requisite qualifications and experience as per R&P regulations, 2020 and subsequent circulars to fill up the vacancies as detailed below:-

01.	Name of the Post	Senior Assistant (Operations) (NE-6)
	No of Post	05 (UR-4, ST-1)
	Pay scale	Rs.36000-110000
	Age	Upper age limit is 50 years as on 31/01/2022
	Educational Qualification	Graduate with LMV licence, Diploma in Management will be preferred.
	Experience	2 years relevant experience in the concerned discipline
02.	Name of the Post	Senior Assistant (Finance) (NE-6) Post
	No of Post	02 (UR- 2)
	Pay scale	Rs.36000-110000
	Age	Upper age limit is 50 years as on 31/01/2022
	Educational Qualification	Graduate preferably B. Com. with computer training course of 3 to 6 months
	Experience	2 years relevant experience in the concerned discipline

03.	Name of the Post	Senior Assistant(Electronics) NE-6
	No of Post	09 (UR-6, ST-3)
	Pay scale	Rs.36000-110000
	Age	Upper age limit is 50 years as on 31/01/2022
	Educational Qualification	Diploma in Electronics/ Telecommunication/Radio Engineering
	Experience	2 years relevant experience in the concerned discipline
04.	Name of the Post	Senior Assistant(OL) NE-6
	No of Post	01 (ST-1)
	Pay scale	Rs.36000-110000
	Age	Upper age limit is 50 years as on 31/01/2022
	Educational Qualification	<p>Masters in Hindi with English as a subject at Graduation level</p> <p style="text-align: center;">OR</p> <p>Masters in English with Hindi as a subject at Graduation level</p> <p style="text-align: center;">OR</p> <p>Masters in any subject apart from Hindi/English from a recognized University along with Hindi and English as compulsory/optional subjects at graduation level.</p> <p style="text-align: center;">OR</p> <p>Master in any subject apart from Hindi/English from a recognized University along with Hindi and English as medium and compulsory/optional subjects or medium of examination at graduation level. Means, if at graduation level Hindi is medium then English should be as compulsory/optional subject or if English is medium then Hindi should be as compulsory/optional subject.</p> <p style="text-align: center;">OR</p> <p>Graduation Degree from a recognized University along with Hindi and English as compulsory/optional subjects or any one out of both as medium of examination and other as compulsory/optional subject along with recognized Diploma/Certificate course of Hindi to English and English to Hindi Translation or two years' experience of Hindi to English and English to Hindi Translation at Central/State government offices including Government of India Undertakings or reputed organizations.</p> <p>Desirable: Knowledge of Hindi Typing.</p>
	Experience	2 years relevant experience in the concerned discipline

2. Interested and eligible Departmental Employees working in Group "C" & "D" who are willing to serve at various airports under North Eastern Region may submit their applications in the enclosed prescribed format "Through Proper Channel". The applications from the willing employees after proper scrutiny and certification may be forwarded to RHQ, NER in the enclosed proforma to email: recttner@aai.aero followed by hard copies of the same by speed post to the Rectt. Cell, Department of HRM, Regional Headquarters (North Eastern Region), Guwahati, **on or before 28/02/2022** positively along with self-attested copies of Academic/Professional Qualification & Caste Certificate.

If no application is received by the stipulated date, the information will be treated as NIL.

3. It may also be certified that no vigilance/disciplinary case is either pending/contemplated against the applicant. PAR grading for the preceding 5 years up to 2020-2021 may please be forwarded. Applications received after the last date or otherwise found incomplete will not be entertained.

4. In case of any dispute, English Version will be valid.

5. This issues with the approval of the Competent Authority.

Alithea D. Laloo
3/2/2022
(Alithea D. Laloo)
Sr. Manager (HR)
For General Manager (HR)
RHQ, NER, Guwahati

Encl:- As above.

To,

**The Airport Director, Agartala/Shillong/Dibrugarh/Dimapur/Guwahati/Hollongi/Imphal/
Jorhat/Lilabari/Lengpui/Rupsi/Silchar/Tezpur/Tezu**

Copy to:-

1. ED, (HR), Rajiv Gandhi Bhawan, CHQ- for information please.
2. Regional Executive Director, NER- for information please.

Internal Distribution:-

1. All HODs/Section Units RHQ, AAI, NER
2. Regional Secretary/Br. Secretary AAEU, Guwahati
3. Regional Secretary/Br. Secretary IAKU, Guwahati
4. Regional Secretary, AAI, SC/ST Employees Welfare Association-NER
5. Notice Boards/AAI website

PROFORMA

APPLICATION FOR THE POST OF SENIOR ASSISTANT (NE- 6 LEVEL)
DEPARTMENTAL EXAMINATION-2022

1.	Name in Full (INBLOCKLETTERS) (as per Service Book)	
2.	Father's Name	
3.	Designation	
4.	Employee No.	
5.	Date of Birth	
6.	Community (SC/ST) (Self-attested copy to be enclosed)	
7.	Date of appointment in CAD/NAA/IAAI/AAI	
8.	Present scale of Pay and Basic Pay	
9.	Educational Qualification (Self-attested copies to be enclosed)	
10.	Date of joining/promotion in the present Grade	
11.	Present Station of Posting	
12.	Experience	
13.	Willingness to transfer to any station Under NER, if selected	Yes/No

DECLARATION & UNDERTAKING

It is certified that the information furnished above is true & correct to the best of my knowledge and belief.

Place:

Signature of Candidate

Date:

CERTIFICATE

Certified that the above particulars have been verified from the service record of the above official and the same is found correct, thereby fulfil the eligibility criteria. It is also certified that no disciplinary/vigilance case is either pending or contemplated against him/her.

**SIGNATURE OF HOD OF HR
WITH NAME & DESIGNATION
(OFFICE SEAL)**