

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.

ADVERTISEMENT - WEBSITE

AIR INDIA CHARTERS LIMITED

SELECTION- AIRLINE ATTENDANT

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.

1. **No. of Posts** :231 [for immediate requirement and additional requirements for fleet expansion. The category wise requirements is given below:

SC	38
ST	17
OBC	59
UR	117
Total	231

2. Applications are invited from **UNMARRIED** Indian nationals, who meet the following requirements:-

A) ELIGIBILITY CRITERIA

2.1 Qualification :

Graduate from a recognized University OR

10+2 with Diploma in Hotel Management / Catering Technology from a Government recognized Institution.

Preference will be given to candidate with previous experience as Cabin Crew or 1 to 2 year experience in manning reception / front desk at hotels/ hospitality industry.

2.2 Marital Status : Unmarried

2.3 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).

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

2.5 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 / corrective surgery NOT Allowed.
- Contact lenses up to +2D permitted.
- Colour vision should be normal on Ishihara Chart.

2.6 Cosmetic appearance :

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

2.7 Speech :

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

2.8 Age Limit :

- Should not be less than 18 years and should not more than 24 years as on January 01, 2015.
 - The upper age limit is relaxable up to 5 years for SC/ST and 3 years for OBC candidates.
 - Ex-Servicemen will be granted relaxation in age as per Govt. rules.
 - A relaxation in upper age limit by 5 years will be granted to persons who have ordinarily been domiciled in Kashmir Division to Jammu & Kashmir State during 01.01.1980 to 31.12.1989.

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

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

- a. Applicants who have flying experience as Cabin Crew.
- b. Applicants who have successfully undergone a Course in First Aid
- c. Applicants with Diploma / Degree in Hotel Management & Catering Technology

B)Other Requirements:

- ❖ Applicants must be well groomed and have a clear complexion.
- ❖ They should be dynamic and have a friendly hospitable disposition, with pleasing gusters.
- ❖ Applicants will be required to have a valid Indian Passport at the time of joining.

3. Selection Procedure:

- a) Selection Procedure involves
 - ✓ Group Discussion
 - ✓ Personal Interview (s)
 - ✓ 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.

- b) Candidates may send their **typed and signed applications** through **POST ONLY** in prescribed application format available on **Career Page** of our **Website: airindiaexpress.in/careers**
- c) The Application Form of the candidate, after submission of the requisite Fee, would be scrutinized and prima-facie Eligible candidates only, will be called for Group Discussion.
- d) Those candidates found suitable in the Group Discussion will then be called for Personal Interview(s), on the same day / following day (s).
- e) Please note that the Group Discussion / Personal Interview process may go on up to 1900 hrs, over 2-4 days. Candidates may make suitable travel /escort / stay arrangements accordingly at their own expenses.
- f) On the day(s) allotted for Group Discussion and Personal Interview, Female Candidates should come well groomed and must wear a saree. Male Candidates should be dressed in formal attire.

4. General Conditions :

- i) Candidates found suitable and shortlisted, will be appointed as per requirement of the Company, initially on Training, for a period up to 06 months, at Mumbai, on a stipend of Rs.10,000/- per month.
- ii) Candidates found suitable and shortlisted will be appointed on fixed-term contract basis for a period of three years, which could be terminated at the discretion of the Management during the tenure of contract, and / or in the event of unsatisfactory performance or Company requirements. The job is transferable to any station in India.

- iii) **Emoluments:**After successful completion of the training, candidates may initially draw approximately Rs.25, 500 p. m.[inclusive of flying allowance as per number of hours flown in an month, approximately 60 hours per month]
Note: The terms and conditions of appointment including emoluments may be reviewed.
- iv) Based on requirements of the Company, the candidate may be positioned at any station in the network.
- v) The Company, at its discretion, may assign ground duties, as and when required.
- vi) **Any canvassing by or on behalf of the candidate or bringing political or other outside influence with regard to their selection shall be considered a disqualification**

5)How to Apply

- i) Applicants, who are meeting with the eligibility criteria mentioned in this advertisement, are required to **submit the application in the prescribed format**
 - a. Duly completed Application Form, filled in English, in the specified format, and
 - b. Application Fee of Rs.500/- (Rupees Five Hundred Only) by means of an **A/c Payee Demand Draft** in favor of “**Air India Charters Ltd.**”, payable at **Mumbai**, which is not refundable. Please mention your Full Name on the reverse of the Demand Draft.
(No fees to be paid by applicants belonging to SC/ST Communities / Ex-Servicemen)
- ii) **Applications which are unsigned / incomplete / mutilated / without Requisite Fee / without supporting documents of Eligibility Criteria and Caste Certificate will not be accepted and such candidates will not be allowed to appear for the Selection Process.**
- iii) Applications once submitted, will not be allowed to be withdrawn and the fees paid, will not be refunded on any account, nor would this Fee be held in reserve for any future examination or selection.
- iv) A recent (not more than three months old) passport size coloured photograph of the full face (front view) should be pasted neatly in the space provided in the Application Form.
- v) The candidates belonging to OBC categories, at the time of application, must submit a self-attested photocopy of the Certificate recently issued by the Competent Authority, in the format as prescribed by Govt. of India. The Certificate, inter alia, must specifically state that the candidate does not belong to socially advanced sections excluded from the benefits of reservations for OBC in civil posts and services under the Government of India. The Certificate should also contain the “**Non-Creamy Layer**” Clause. The Certificate produced by the candidates of OBC community should be as per the **Central List** published by the Government of India and not as per the State Lists.
- vi) SC/ST candidates called for Personal Interview (s), residing beyond 80 kms from the nearest Selection Centre to their residence, and not employed in any Government, Semi-Government / Public Sector Undertaking or Autonomous Bodies, will be re-imbursed

second class to & fro rail / bus fare by the shortest route as per rules, **on production of evidence** to that effect, along with a copy of the call-letter for Personal Interview.

vii) Applicants ordinarily domiciled in Kashmir Division of J & K State during 01.01.1980 to 31.12.1989 who are eligible for the upper age relaxation, must produce the Domicile Certificate to this effect at the time of Interview from the District Magistrate in the Kashmir Division, within whose jurisdiction the applicant had ordinarily resided or any other authority designated in this regard by the Government of Jammu & Kashmir.

viii) The applicant should ensure that they fulfil all the eligibility criteria regarding educational qualifications, age, height, vision. Other particulars furnished should be correct in all respects. **At any stage of the Selection Process, if the particulars provided by the candidates in the application or testimonials supplied are found incorrect/ false, or not meeting with the eligibility requirements prescribed for the post, the candidature is liable to be rejected and, if appointed, service terminated, without giving any notice or reasons therefor.**

ix) Self-Attested copies of supportive documents in respect of Item Nos. 3, 9, 10, 12 to 15, of the Application Form, must be submitted along with the application. Self-Attested photocopy of the Caste Certificate should also be attached with the application, in case of SC/ST/OBC candidates.

x) **Original Certificates are required to be brought along for verification purpose only, but should not be submitted / attached along with the Application.** The Company is not responsible for returning any original copies of Certificates / Testimonials submitted with the Application.

xi) Applicants working in Government / Semi-Government / Public Sector Undertakings or autonomous bodies, must submit the application routed through proper channel or along with "No Objection Certificate" from their present employer.

xii) **Application, superscribing on the envelope the "POST APPLIED FOR" in capital letters, should reach on or before February 7th, 2015 at the following address:**

**The Chief of HR
Air India Charters Limited
Airlines House, Durbar Hall Road,
Near Gandhi Square,
Kochi- 682016**

xiii) For Blank Application format, see website at www.airindiaexpress.in.
