

AI Engineering Services Limited: WR
New Engineering Complex, Sahar, Mumbai - 400099

Ref: AIESL/RECT/01

Date: 26th April, 2023

Subject: -Recruitment for the post Welfare Officer from the open market.

AI Engineering Services Limited (AIESL) is an Aircraft Maintenance, Repair and Overhaul (MRO) Organization, approved by DGCA (India) under CAR 145, to undertake MRO activities in India. AIESL, invites applications from Indian Nationals fulfilling the requirements as on 15th April 2023 for the post of Welfare Officer from the open market on "Fixed Term Employment basis" (FTE)"

The selected candidates will be posted at Mumbai base of Airbus Group of AI Engineering Services Limited (AIESL) or any other station of Western Region as required by the Company. Selection and empanelment does not guarantee that the candidate will be appointed immediately. Release of candidates from the panel would depend upon the requirement of AIESL and decision taken by the Company in this regard. Management reserves all rights to take any decision in regard to this exercise.

(I) DETAILS OF THE POSTS:

S.NO	Post	Vacancy Position	Eligibility Criteria as on 15 th April 2023.	Experience
A	Welfare Officer	01	Should have degree or diploma in Social Science recognized by the State Government of Maharashtra and meeting all other conditions laid down in the Maharashtra Welfare Officers (Duties, Qualifications and conditions of Service) Rules, 1966 for working as a Welfare Officer Should have adequate knowledge of Marathi Language	Experience preferable

(II) OTHER CONDITIONS FOR POST OF WELFARE OFFICER:

Description	Details	Particulars	Remarks
Age Limit As on 15 th April 2023	General Category- Not above 35 yrs. OBC - Not above 38 yrs. SC/ST- Not above 40 yrs.	In the case of Ex-Servicemen- Upper age limit of 35 yrs. 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.	Reservation and concessions/relaxation to SC/ST/OBC/Ex-Servicemen candidate would be as per Government Directives in this regard.
Emoluments	--	Emoluments will be as per approved salary structure of AIESL and will be approximately Rs. 40,000/- per month at the time of joining	The selected candidates would have a career progression in the Company as per the approved career progression for various cadres in AIESL.
Period of Contract	--	Fixed term contract would be initially for a period of 5 (Five) years,	Extendable for a further period 5 years period at a time as per the requirements of the company and performance of the candidate.
Selection Procedure	--	Interview Pre-employment Medical Examination.	Candidates will have to bear the cost of the Pre- Employment Medical Examination(s), if selected and offered appointed.

(III) GENERAL CONDITIONS

- a) Candidates found suitable and shortlisted will be engaged on fixed-term contract basis for a period of 05 years. The contract may be terminated at the discretion of the Management during the tenure of the contract and/or in the event of unsatisfactory performance.
- b) The contract is extendable for further term of 5 years and upon satisfactory performance of the candidate and requirement of the company.
- c) The candidates will be posted either at Mumbai or at any outstation of Airbus Group as per the requirement of the Company.
- d) The candidates will have to make their own arrangement for housing accommodation at the place of posting.
- e) The Company, at its discretion, may assign additional duties, as and when required.
- f) SC/ST candidates who reporting for Walk-in Interview and residing beyond 80 kms from the Walk-in Interview and not employed in any Government, Semi-Government / Public Sector Undertaking or Autonomous Bodies, will be reimbursed second class to & fro rail / bus fare by the shortest route as per rules, on production of document of travel.
- g) Candidates must ensure that they fulfill all the laid down procedure eligibility criteria, prescribed for the post before reporting for Walk-in Interview.
- h) At any stage of the selection process, if it is found that the particulars furnished by the candidate in the Application Form or testimonials are incorrect /false or the candidate does not meet the Eligibility Criteria prescribed for the post, or has suppressed any material fact(s), his/her application shall be summarily rejected without making any further reference.
- i) Any canvassing by or on behalf of the candidate or bringing in any outside influence with regard to further the selection of the candidate shall be considered as a DISQUALIFICATION.

(IV) HOW TO APPLY

Interested candidates meeting with the Eligibility criteria mentioned in this advertisement, as on 15th April 2023 are required to submit their applications vide hard copies at the venue given below on the date(s) and time as indicated along with the duly filled in Application form, in the prescribed format with all the requisite documents along with non-refundable application fee of Rs.1,000/- (Rupees One Thousand Only) by means of A/c Payee Demand Draft in favour of "AI Engineering Services Limited" payable at Mumbai. (SC/ ST/ Ex-Serviceman candidates are exempted from payment of this Fee).

VENUE FOR SUBMISSION OF APPLICATIONS:

AI ENGINEERING SERVICES LIMITED - AIRBUS GROUP
SECURITY GATE, NEW ENGINEERING COMPLEX,
BAMAN WADA & AIRPORT COLONY,
NEXT TO METEOROLOGY DEPT NEW QUARTERS,
SAHAR, VILE PARLE (EAST) MUMBAI - 400099

DATES FOR SUBMISSION OF APPLICATIONS:

10th May 2023 from 1000 hours to 1400 hours

INTERVIEWS:

The interviews in respect of the eligible candidates for post of Welfare Officer in respect of such of those candidates who qualify the requirement for both qualifications and experience as specified in this notification.

The eligible candidates will be informed individually by email. PLEASE ENSURE TO FURNISH YOUR VALID EMAIL ID IN THE APPLICATION FORM.

OTHER REQUIREMENTS:

- a) A recent (not more than three months old) colored passport-size photograph of the full face (front view) should be pasted neatly in the space provided in the Application Form.
- b) The candidates belonging to OBC categories, at the time of walk-in interview, must submit a self-attested photocopy of the Non-Creamy 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.
- c) 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.

- d) The applicant should ensure that they fulfill all the eligibility criteria as on 15th April 2023. 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 engaged, services terminated, without giving any notice or reasons therefor.
- e) Self-attested clear copies of the supportive documents in respect of Item Nos: 9, 10, and 12 of the Application Format 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 only.
- f) Original certificates are required to be brought, at the time of interview, 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.
- g) Applicants working in Government/Semi-Government/Public Sector Undertakings or autonomous bodies must bring complete Application Form routed through proper channel or along with "No Objection Certificate" from their present employer.
- h) For Blank Application format kindly see our official website - www.aiesl.in


(Manish Kumar Khare)
General Manager - (Engg-CO)

Format of application is attached.

To be filled in by the candidate

FORMAT OF APPLICATION

To,

AI Engineering Service Limited
Airbus Group, NEC, Mumbai

Paste recent
Colour
Photograph and
Sign across
(Passport size)

POSITION APPLIED FOR

(Write in Capital letters): _____

1. Full Name (in Block letters): _____
First Middle Surname

2. Father's/Husband's Name : _____

3. Date of birth (DD/MM/YYYY) : _____

4. Place and State of Birth: _____

5. Religion: _____

6. Gender: Male / Female

7. Nationality: _____

8. a) Mailing Address: _____

City: _____ State: _____ Pin Code: _____

b) Telephone No :(Residence with STD Code):

Mobile: _____ c) Email (mandatory)

9. a) Whether SC/ST/OBC/General:

SC	ST	OBC	General

(Indicate category to which you belong by marking "X" in the appropriate box.)

- i) If SC/ST - Please attach copy of the caste certificate as per Central Govt. Format
 ii) If OBC, furnish current certificate (the certificate should have not been issued earlier than 14th April 2021) including the "Non-Creamy Layer Clause". OBC Community should be as per the Central List of OBCs published by the Govt. of India.

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

10. 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)				
Diploma in Social Sciences				
Degree in Social Sciences				

11. Fluency in Languages: Tick appropriate column

Languages	Read	Speak	Write	Remarks
a) English				
b) Hindi				
c) Marathi				
d) Others(Specify)				

12. Work Experience:

Name of the Company	Post held / Salary Drawn per annum	Period		Nature of job	Reason for leaving
		From	To		

NOTE: Please substantiate the above experience with proper documentation for example in the form of appointment letter, valid identity cards, payslip copies, experience letters etc.

13. Particulars of Demand Draft (in favour of AI Engineering Services Ltd. payable at Mumbai)

Name & Address of the issuing bank and branch.	Date of issue	Demand Draft No.	Amount

Declaration:

I hereby certify that the foregoing information is 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 thereof.

Place :

Date :

(Signature of the applicant)

Sub: Reimbursement of Fare to eligible SC/ST candidates- who qualify and appear for the Interview for post of Welfare Officer.

Eligible SC/ST candidates, not employed in Govt./Semi Govt ./Public Sector Undertaking/Autonomous Body, and residing more than 80 Kms. away from the test centre are eligible to get reimbursement of 2nd class to & fro rail/ bus fare by the shortest route on production of Xerox copy of fare, caste certificate, cheque leaf of bank account. Such SC/ST candidates may fill in this form beforehand and attach copy of fare, caste certificate, cheque leaf. The candidate should attach this form with their application in the prescribed format to effect payment to them, if eligible for payment, in due course of time through ECS/ Money order. Incomplete application or application not attached with copy of fare, caste certificate, cheque leaf shall not be considered for reimbursement.

1. Name: _____

2. Application _____ No./Registration _____ No. _____
3. Category - SC/ST _____
4. Address: _____

5. Name _____ of _____ bank _____
6. Bank account no. _____
7. Bank IFSC No. _____
8. Whether working in Govt./Semi Govt./Public Sector Undertaking/ Autonomous Body-- Yes/No
9. Distance from Residence to the Centre and back (In Km.)- _____

10. 2nd Class to &fro fare by shortest route by rail (in Rs.), Pl give the details if travelled by train-_____
11. 2nd Class to &fro fare by shortest route by Bus (in Rs.), give the details if travelled by bus-_____

I state that the above information is true and correct.

Name _____

(Signature of the candidate)

Place:

Date:

(Please attach copy of the ticket for travel. This form is to be filled and submitted only after the interview)