

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

Ref No. :- AAAL/PERS/2021/747

Date:- 28.07.2021

**Sub: Advertisement**

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

<b>BPO Team Leader</b>	
<b>Number of Posts</b>	1
<b>Place of Posting</b>	<b>Chennai (transferrable to any place in India)</b>
<b>Qualification</b>	Graduate from recognized University in India
<b>Experience</b>	Minimum 2 years experience in working in a Call Center / BPO of Travel, Aviation with minimum 1 year as Team Leader
<b>Job Responsibilities (in brief)</b>	BPO Team Leader will be an onsite representative to manage the Call Center of AAAL
<b>Age</b>	Maximum 55 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 36,000 per month approx.

<b>Manager - Trade Sales</b>	
<b>Number of Posts</b>	1
<b>Place of Posting</b>	<b>Hyderabad</b>
<b>Qualification</b>	Post Graduate/ Graduate from recognized University in India
<b>Experience</b>	For Graduates : Minimum 4 years of experience in handling passenger Sales and Marketing function of a Commercial Airlines or a GSA or For Post Graduates : Minimum 2 years of experience in handling passenger Sales & Marketing function of a Commercial Airlines or GSA (Experience should be post qualification)
<b>Job Responsibilities (in brief)</b>	Manager - Trade Sales will be responsible for achieving the sales targets for the assigned territory.
<b>Age</b>	Maximum 40 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 42,000 per month approx.

<b>Officer / AM Sales – Sales Support &amp; Market Analyst</b>	
<b>Number of Posts</b>	1
<b>Place of Posting</b>	<b>Delhi</b>
<b>Qualification</b>	Graduate from recognized university in India
<b>Experience</b>	Minimum 3 years of handling passenger Sales and Tele Marketing of a Commercial Airline or GSA.
<b>Job Responsibilities (in brief)</b>	Tele sales for promotional activities & sales Reach out to existing and potential customers to present our product and service offering Direct prospects and leads to the sales team Identifying new routes and plan strategies for the existing routes Route analysis through various factors like market share, loads, yield etc and suggest improvement strategies. Coordination with travel agents to promote the flight and ancillaries
<b>Age</b>	Maximum 50 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 36,000 – INR 39,000 per month approx. Designation and Remuneration shall commensurate with experience

<b>Officer / AM - Customer Grievance</b>	
<b>Number of Posts</b>	1
<b>Place of Posting</b>	<b>Delhi (transferrable to any place in India)</b>
<b>Qualification</b>	Graduate from recognized university in India,
<b>Experience</b>	Minimum 3 years in handling grievance redressal
<b>Job Responsibilities (in brief)</b>	Handle complaints towards legal notice, Cases, RTI and Public Grievances. Improving processes and SOP to reduce customer grievances, it's TAT and quality of resolution. Coordinating with the legal advisor for preparing the response Communicating with the passengers and resolve complaints within defined parameters Have complete knowledge of Grievance Management System and airline processes Ability To Communicate Effectively In English For Both Written And Spoken purpose
<b>Age</b>	Maximum 50 years as on 15.07.2021
<b>Salary &amp; Emoluments</b>	INR 36,000 – INR 39,000 per month approx. Designation and Remuneration shall commensurate with experience

<b>ASST MANAGER/ DEPUTY MANAGER/ MANAGER - BASE STATIONS</b>	
<b>Number of Posts</b>	<b>5</b>
<b>Place of Posting</b>	Delhi/ Chennai/ Hyderabad/ Kolkata/ Bengaluru/ Mumbai
<b>Qualification</b>	Full time Graduation in any discipline from a recognized University in India
<b>Experience</b>	Minimum 07 years of working experience as Duty Manager in Airport Passenger handling in any Commercial Airline or a Ground Handling Agent
<b>Job Responsibilities (in brief)</b>	Station Manager will be responsible for handling all the customer services related activities and day-to-day operations at his/her airport. She/ he will also be responsible for assisting in sales, financial management, compliances pertaining to Safety/ Quality/ Regulatory bodies at his/her airport
<b>Age</b>	Maximum 40 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 39,000 - INR 42,000 per month approx and maximum of INR 10,000 as reimbursement of House Rent Allowance as per Company policy Designation and remuneration will be commensurate experience

<b>STATION MANAGER (Rest of India)</b>	
<b>Number of Posts</b>	<b>14 (1 per station)</b>
<b>Place of Posting</b>	Jammu, Lucknow, Chandigarh, Raipur, Bhubaneswar, Guwahati, Dimapur, Imphal, Ahmedabad, Pune, Jaipur, Cochin, Hubballi, Goa (Local Candidates will be given preference)
<b>Qualification</b>	Full time Graduation in any discipline from a recognized University in India
<b>Experience</b>	Should have 06 years of working experience as Supervisor in Airport Passenger handling in any Commercial Airline or a Ground Handling Agent or Minimum 04 years of working experience as Duty Manager in Airport Passenger handling in any Commercial Airline or a Ground Handling Agent
<b>Job Responsibilities (in brief)</b>	Station Manager will be responsible for handling all the customer services related activities and day-to-day operations at his/her airport. She/ he will also be responsible for assisting in sales, financial management, compliances pertaining to Safety/ Quality/ Regulatory bodies at his/her airport
<b>Age</b>	Maximum 40 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 42,000 per month and maximum of INR 10,000 as reimbursement of House rent Allowance as per company policy

<b>AGM - IOCC</b>	
<b>Number of Posts</b>	<b>1</b>
<b>Place of Posting</b>	<b>Delhi</b>
<b>Qualification</b>	Minimum Qualification : Graduation in any discipline from a recognized University in India
<b>Experience</b>	Minimum 10 years working experience in IOCC/OCC/ Dispatch/ Crew Scheduling/MCC with at least 3 years in managing the Operations Control Center of a commercial or charter airlines
<b>Job Responsibilities (in brief)</b>	AGM - IOCC would be responsible for managing 24x7 IOCC operations and ensuring operational efficiency of Alliance Air
<b>Age</b>	Maximum 59 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 80,000 per month approx

<b>HEAD - IT</b>	
<b>Number of Posts</b>	<b>1</b>
<b>Place of Posting</b>	<b>Delhi</b>
<b>Qualification</b>	Minimum Qualification : Full Time BE/ B Tech in IT/ Computer Science or Full-time MCA from any recognized University or any autonomous technical universities in India
<b>Experience</b>	Minimum 15 years of work experience in IT Department of any Airline/ GDS company out of which last 3 years should be in a senior position (should be a direct report of the CEO or should be reporting directly to IT Head) and should have worked for atleast 5 years in any Commercial Airline in IT Department
<b>Job Responsibilities (in brief)</b>	The Head of IT will lead IT team and manage Alliance Air's IT systems, IT infrastructure and IT policies.
<b>Age</b>	Maximum 55 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 1,50,000 per month approx

<b>AGM - MEDICAL SERVICES</b>	
<b>Number of Posts</b>	<b>1</b>
<b>Place of Posting</b>	<b>Delhi</b>
<b>Qualification</b>	MBBS Degree from an Indian University/ College recognized by the Medical Council of India. Preference will be given to the candidates trained in Aviation medicine. Candidates should also have experience in conducting First Aid training
<b>Experience</b>	Minimum 10 years of post qualification experience
<b>Job Responsibilities (in brief)</b>	The candidate will be responsible for overseeing the activities of Medical Services Department of Alliance Air
<b>Age</b>	Maximum 55 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 80,000 per month approx

<b>Sr. Supervisor - Medical</b>	
<b>Number of Posts</b>	<b>1</b>
<b>Place of Posting</b>	<b>Delhi</b>
<b>Qualification</b>	Graduate from Recognized University
<b>Experience</b>	Minimum 1 year of experience in Medical department of an airline with proficiency in using computer
<b>Age</b>	Maximum 35 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	INR 27,005 per month approx

<b>Ground Instructor (Technical/ Performance)</b>	
<b>Number of Posts</b>	<b>3</b>
<b>Place of Posting</b>	<b>Delhi</b>
<b>Qualification</b>	ATR 72-600 approved Ground Instructor (Technical / Performance) <b>OR</b> First Class Degree in Engineering (Mech/ Electrical/ Electronics/ Electronics & Comm./ Aeronautical) if not experienced
<b>Experience</b>	Minimum 2 years experience in Maintenance/ Ops/ Flight Safety/ Training Department of any Commercial Airlines
<b>Job Responsibilities (in brief)</b>	Ground Instructor (Technical/ Performance) will be responsible for training
<b>Age</b>	Maximum 55 years as on 15.7.2021
<b>Salary &amp; Emoluments</b>	Designation and Remuneration shall commensurate with experience

- In addition to above, a panel will also be formed for future requirement.
- Can be transferred to any other location within India due Operational requirement.
- Reservations of SC/ST/OBC & EWS candidates will be as per Government Directives.

### **FIXED TERM EMPLOYMENT AGREEMENT:**

All the Selected candidates will be appointed 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. The applicable taxes, levy, charges etc. shall be paid by the employee.

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

### **How to Apply**

Candidates who wish to apply, are advised to log on to Careers page of Website [www.airindia.in](http://www.airindia.in), download and fill in the Application Format, and send the filled-in application along with the CV by Post / Speed post / courier at following address in an envelope that must be super scribed with the post. The required experience for all the posts is post qualification. If any candidate wants to apply for more than one post, he/she should submit separate applications for each post along with separate demand drafts (if applicable.)

<p><b>Post Applied For _____</b></p> <p><b>Alliance Air</b>  <b>Personnel Department</b>  <b>Alliance Bhawan,</b>  <b>Domestic Terminal -1, I.G.I Airport,</b>  <b>New Delhi – 110037</b></p>
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**The last date of receipt of applications is 1700 hrs on 17<sup>th</sup> August 2021 on the above address.**  
**Applications received after the last date will not be entertained.**

Applications received late / incomplete / mutilated or without any of the supporting documents with regard to eligibility criteria, Demand Draft (if applicable), will be rejected. Alliance Air will not be responsible for any postal delay / loss of any document during transit.

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

Management reserves the right for change in above schedule/conditions, based on requirements.

Canvassing in any form will disqualify the candidates.

### **Candidates are required to submit following with application: -**

- i) A duly filled in Application Form in the prescribed format which is available on Career Page of Website: [www.airindia.in](http://www.airindia.in)
- ii) A recent passport size photograph pasted in the space provided in the Application Format
- iii) One set of photocopies of supporting testimonials for date of birth, caste, qualification, experience, salary etc will be required to be submitted with application. Original certificates will be required at the time of Interview.
- iv) A Demand Draft for an amount of Rs. 1500/- (Rupees One Thousand Five Hundred only) payable to Alliance Air Aviation Limited, payable at New Delhi for all posts (Not Applicable for SC / ST) **except for Sr. Supervisor – Medical** who are required to pay Demand Draft amount of Rs 1000/- ( Rupees One Thousand only ) (Not Applicable for SC/ ST Candidates).

- v) **Applicable for SC / ST / OBC/ 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.”  
Candidates belonging to EWS category will be required to attach Income & Assets Certificate as per the attached annexure.
- vi) Curriculum vitae (CV)

#### **TA.DA Reimbursement to SC / ST candidates**

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 Delhi / New Delhi on production of railway receipt/ticket, as per rules at the time of Interview only.

#### **COVID-19 GUIDELINES FOR INTERVIEW**

In the present context of Covid-19 pandemic situation, the candidates are informed to strictly abide by all safety and security instructions during the interview and follow the guidelines as listed under:

- (a) All candidates should strictly follow the extant ICMR guidelines prior to attending the walk in selection.
- (b) All candidates attending the walk in selection shall wear appropriate face masks properly covering their nose, mouth, chin etc and carry personal hand sanitizer. The candidates shall remove the mask at gates for identification. **Those candidates without face masks shall not be permitted to attend the Walk-In Interview.**
- (c) All candidates seeking entry into the venue have to stand in the queues at the Gates, entrances etc. so that social distancing as per norms can be ensured.
- (d) Compulsory screening shall be done for all candidates entering through gates with thermal scanner.
- (e) Any candidate found to have fever and cough with breathing problems are liable to be stopped / denied entry / permission to attend the Walk in selection / interview. They shall not be permitted for further process.
- (f) All candidates shall bring their own water bottles / other refreshments and avoid sharing of personal items.
- (g) All candidates shall bring their own stationery items and avoid sharing of such items.

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**Alliance Air Aviation Limited**  
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**FORMAT OF APPLICATION**  
**FOR ALL POSTS**  
Except Station Manager

Paste a recent  
Passport size  
photograph

(Please do not  
staple)

POST APPLIED FOR: \_\_\_\_\_

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 15.07.2021) \_\_\_\_\_ (Years) \_\_\_\_\_ (Months) \_\_\_\_\_ (Days)

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

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

II. Category you belong to:

(Please ✓)

GEN

SC

ST

OBC

EWS

In case of OBC the certificate should be in the prescribed proforma for employment under Centre government.

State to which Belong \_\_\_\_\_

Serial number of the certificate in the Central List of OBC . : \_\_\_\_\_

III. Bank Draft No. \_\_\_\_\_ & Bank Draft Date: \_\_\_\_\_ Bank Draft drawn

on: \_\_\_\_\_ (Not applicable in case of ST /SC Candidates)

**IV. Educational / Professional Qualifications: (10+2 onwards)**

Exam. Passed	University/ Board	Year of Passing	Subjects	% age of Marks

**V. Have you ever been employed?**

(Please ✓ . If yes, give details):

YES

NO

**VI. Experience ( Starting form present Employer )**

Organization	Designation	Period		Details of job assignment	Last Salary Drawn	Reason for leaving
		From	To			

The experience should be post qualification.

**VII. Passport Details**

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 undertake that if I have suppressed any factual information, my candidature will be rejected.**

**Date:**

**SIGNATURE OF CANDIDATE**



**Alliance Air Aviation Limited**  
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**FORMAT OF APPLICATION**  
**For Station Manager**

Paste a recent  
Passport size  
photograph

(Please do not  
staple)

STATION APPLIED FOR: \_\_\_\_\_

**Preference for Stations:-**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**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 15.07.2021)** \_\_\_\_\_ (Years) \_\_\_\_\_ (Months) \_\_\_\_\_ (Days)

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

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

**II. Category you belong to:**

(Please ✓) **GEN SC ST OBC EWS**

**In case of OBC the certificate should be in the prescribed proforma for employment under Centre government.**

**State to which Belong** \_\_\_\_\_

**Serial number of the certificate in the Central List of OBC . :** \_\_\_\_\_

III. Bank Draft No. \_\_\_\_\_ & Bank Draft Date: \_\_\_\_\_ Bank Draft drawn

on: \_\_\_\_\_ (Not applicable in case of ST /SC Candidates)

IV. Educational / Professional Qualifications: (10+2 onwards)

Exam. Passed	University/ Board	Year of Passing	Subjects	% age of Marks

V. Have you ever been employed?

(Please ✓ . If yes, give details):

YES

NO

VI. Experience ( Starting form present Employer )

Organization	Designation	Period		Details of job assignment	Last Salary Drawn	Reason for leaving
		From	To			

The experience should be post qualification.

VII. Passport Details

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 undertake that if I have suppressed any factual information, my candidature will be rejected.**

**Date:**

**SIGNATURE OF CANDIDATE**

**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 Stipendary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of Ist Class Stipendary 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 \_\_\_\_\_



**\*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.