



**AAI CARGO LOGISTICS & ALLIED SERVICES COMPANY LTD.**  
**(A 100% subsidiary of Airports Authority of India)**

No. AAICLAS/HR/CHQ/Rect./TR/2023

Date: 27.07.2023

**ENGAGEMENT ADVERTISEMENT NO. 08 OF 2023**

**Engagement of Trolley Retriever at Chennai Airport of AAI Cargo Logistics and Allied Services Company Limited (AAICLAS)**

AAICLAS has been set up as a fully owned cargo subsidiary of the Airports Authority of India to manage the development of air Cargo Business Airports along with Allied Services within the country and outside the country. AAICLAS is a professionally driven and responsive service enterprise with a vision to emerge as the largest Integrated Cargo logistics and Allied Services in the country.

To drive this business, it requires Trolley Retriever as regular employee on Fixed Term Basis at Chennai Airport, as per the details given below: -

Name of Post	Total Number of Vacancies						Place of Posting
	Total	General	OBC	SC	ST	EWS	
Trolley Retriever	105	44	28	15	07	11	Chennai

# Reservations wherever allowed, are applicable as per rules.

All the above number of positions may be changed with the sole discretion of AAICLAS Management. The engagement shall be made in phased manner as per requirement. AAICLAS Management reserves the right for change/cancellation of part or full advertisement/number of positions/venue/procedure/date /time of interaction etc. The decision of the AAICLAS Management shall be final and binding under all circumstances. AAICLAS reserves the right to increase or decrease or scrap these positions/advertisements in part or full, depending upon the present/future requirements or due to any other administrative issue.

**APPLICATION FEE:**

**Rs. 250 (Rs. Two Fifty only)**

**(No fee for SC\*/ST\* & Women Candidates)**

\*Subject to submission of valid certificate issued by appropriate authority. Only online applications will be accepted, applications required from post will not be considered.

**Important Dates:**

Event	Date
Opening date for online Application	02.08.2023
Last date for online Application	31.08.2023

**1. The eligibility criteria for the post of Trolley Retriever is as follows: -**

- (a) **Essential Qualification:** 10th Pass
- (b) **Age Limit:** Age as on 01.08.2023 should be between 18 to 27 years. In addition to this 3 years age relaxation will be provided to the candidates belonging to OBC category and 5 years age relaxation for candidates belonging to SC/ST category.
- (c) **Physical Efficiency Test:** Candidate should be able to collect 10 nos. of Trolleys scattered in 100 meters area and assemble it in a designated area within 5 minutes.
- (d) Should be **physically fit** in all aspects:
  - 1.1 Height not less than 167 cms.
  - 1.2 Weight not less than 55 kg.
  - 1.3 Chest 81 cms with minimum expansion 5 cms.
- (e) **Visual requirements:**
  - 1.1 Distant vision: 6/6 with glasses.
  - 1.2 Near vision: N-5 with each eye without glasses
- (f) **Hearing** – Normal.
- (g) **Physique** – Good Physique.

**Disqualification** – Deformity / Weakness of Shoulder/ Wrists/Hip/Knee and Ankle. Any major operations/ impairment of virtue of which his /her physical fitness for the job of Trolley Retriever will be considered as disqualification.

1.1 As per order dated 20.01.2023 of the Hon'ble High Court at Madras, the petitioners as per WP No. 6485 are to be given preference **to take part in the recruitment by giving relaxations in age and academic qualifications, if otherwise found suitable as per the orders of the Hon'ble High Court of Madras and at the date of submission of application, the age should be less than 60 years.**

1.2 As per order dated 20.01.2023 of the Hon'ble High Court at Madras, the petitioners as per writ petition no. 21515/2013 and as per writ petition no. 40237/2016 will be allowed to participate in recruitment process. **However, there is no age and academic qualifications relaxation for these petitioners covered under the WP No. 21515 of 2013 and WP No. 40237 of 2016.**

**NOTE:** Please note that the eligibility criteria specified herein are the basic criteria for applying the post. Candidates must necessarily produce the relevant documents pertaining to nationality, age, educational qualifications, eligibility qualifications, experience etc. in original along with a photocopy thereof in support of their identity and eligibility.

**2. GENERAL CONDITIONS**

2.1 Nationality / Citizenship

Candidate must be a citizen of India.

2.2 The short-listed candidates will be considered for engagement on a Fixed Term basis initially for a period of three years (further extendable on need/performance basis). The period of one year will be treated as probation period and on successful completion of probation period, the period of engagement will be considered for deployment at the sole discretion of the Management of AAICLAS (on need & performance basis). Selected candidates will have to join the station of engagement, then only the engagement will come into force.

2.3 Fixed Term is for a period of three years further extendable purely on need of the company as well as performance of the candidates till age of superannuation i.e. 60 years subject to medical fitness.

- (a) The Fixed Term will be renewable, as the case be, will only be at the sole discretion of the management of AAICLAS only subject to satisfactory performance.
- (b) The term could be terminated earlier at the discretion of the Management, in the event of unsatisfactory performance.

### **3. Upper age limit as on 01.08.2023**

Age relaxation of 5 years to candidates belonging to Scheduled Caste/Scheduled Tribe and age relation of 3 years to OBC (Non-Creamy Layer) shall be considered.

The date of birth as recorded in the Matriculation/Secondary Examination certificates will only be accepted. No subsequent requests for change in date of birth will be entertained.

### **4. Pay and Allowances**

The monthly remuneration payable to the Personnel is as under: -

<b>Sl. No.</b>	<b>COMPONENTS</b>	<b>Amount (Rs)</b>
1.	Basic Pay	Rs.10,000/-
2.	HRA	Rs, 2,700/-
3.	Conveyance	Rs. 1,000/-
4.	Outdoor Medical Allowance	Rs. 1,000/-
5.	Uniform / Washing Allowance	Rs. 1,000/-
6.	Special Pay (Trolley Retriever)	Rs. 5,600/-
<b>Gross Pay</b>		<b>Rs. 21,300/-</b>

**PF is applicable on the basic pay of Rs. 10,000/-.**

**Leaves:** Privilege Leave – 18 in a year + 12 Half Pay Leave (sick leave) + 9 CL + 2 RH.

**Gratuity:** As per Gratuity Act or applicable rules.

**Medical:** A maximum of Rs. 10,000/- per annum shall be reimbursed on account of purchase of medical insurance by the personnel or self and dependents, on production of duly certified receipt/invoice thereof.

### **5. Reservations**

The reservations applicable in respect of SC, ST, OBC, EWS, Ex- Servicemen etc. will be as per rules/applicability.

### **6. Selection Procedure**

Selection will be only through physical mode basis at Chennai Airport or as decided by the Management.

### **7. Important Instruction - I**

- 7.1 Candidates meeting the eligibility criteria as on 01.08.2023, are advised to apply in prescribed format.
- 7.2 Please make note of it that all communications by AAICLAS shall only & only be made on the registered e-mail id of the candidates and not by post. So, keep checking the email id to be informed to AAICLAS for the purpose.
- 7.3 Please ensure that in case at any stage it be found that any wrong/false information is given by the candidate, the candidature of the said candidate be treated as cancelled without assigning any reason whatsoever. In case the wrong/false information comes to the notice of the management at a later stage, the engagement be treated as cancelled and necessary recovery be made in addition to action, as per rules.

- 7.4 Valid E-Mail ID: The E-Mail ID should be provided and remain active until the engagement process is completed. No change under any circumstances in the e-mail id will be allowed once entered. All correspondence regarding this recruitment shall be made on registered e-mail id only.
- 7.5 In case of any change or amendment or updation or deletion (in part or full) either with regard to the number of position; cadre; remuneration; criteria; eligibility etc., (either prior to or post publication) the same shall only be updated/uploaded on the official website of AAICLAS [www.aaiclas.aero](http://www.aaiclas.aero).
- 7.6 In case any candidate is already working with any Government Department/ PSU/SPSU, they have to produce a NOC from their present employer.
- 7.7 Candidates who fulfil the eligibility criteria would be required to appear physically on the date, time and venue/mode as is given above or to be informed through call letter on the registered e mail ID of eligible candidate. Further, they will bring all the original certificates/mark sheets/experience certificate/professional qualification certificates/training certificates/Aadhar Card/ PAN Card/ Category Certificate (if applicable) / other documents (if any) etc. along with one set of self-attested copy of each document, if be selected. The self-attested copy of each documents to be submitted with AAICLAS office as and when be asked to do so.
- 7.8 The short-listed candidates will be considered for engagement on Fixed Term basis initially for a period of three years. The period of one year will be treated as probation period and on successful completion of probation period, the period of engagement will be considered for extension based on performance evaluation by AAICLAS. The employment of the Selected candidates will come into effect upon joining.
- 7.9 By just full filling the eligibility criteria of this advertisement, does not give right to candidate to be shortlisted.
- 7.10 For the selection process, no TA/DA or reimbursement etc. shall be made by AAICLAS.
- 7.11 Fixed Term is for a period of three years further extendable purely on need of the company as well as performance of the candidates till age of superannuation i.e. 60 years subject to medical fitness.
- (a) The Fixed Term will be renewable, as the case be, will only be at the sole discretion of the management of AAICLAS only subject to satisfactory performance.
- (b) The term could be terminated earlier at the discretion of the Management, in the event of unsatisfactory performance.
- 7.12 The applicant must ensure that they fulfil all the eligibility criteria, as on 01.08.2023 and that the particulars furnished by him/her are correct in all respects. At any stage of the Selection Process, if the particulars furnished by the applicants in the application or testimonials attached/provided are found to be incorrect / false, or not meeting with the eligibility criteria prescribed for the position, the candidature is liable to be rejected and, if engaged, engagement will be terminated, without giving any notice or reasons therefor.
- 7.13 Any canvassing by or on behalf of the candidate or bringing political or other outside influence, with regard to their engagement / selection shall be considered as DISQUALIFICATION.
- 7.14 The decision of AAICLAS Management regarding the eligibility criteria, acceptance or rejection of applications, mode of selection to any of the above position(s) etc. shall be final and binding on all the candidates. Merely fulfilling the minimum qualifications, experience and job requirement will not vest any right on candidates for being called for tests/selection process etc. The Management of AAICLAS may evolve its own procedure for short-listing/selection of candidates. No correspondence will be entertained from candidates found ineligible or not called for test/selection process etc.

- 7.15 AAICLAS reserves the right to modify/ alter/ restrict/ enlarge/ cancel the engagement/ selections process, in part or full, if need so arises, without issuing any further notice or assigning any reason whatsoever. The decision of the AAICLAS Management will be final and no appeal will be entertained in this regard.
- 7.16 AAICLAS will not bear any liability on account of service bond/salary/leave salary/pension contribution etc. if any, of previous employment of any candidate working in Central/ State Government/Autonomous Body/ Public Sector Undertaking.
- 7.17 The Prescribed format of Application is available online under the career page of AAICLAS official Website.
- 7.18 In case of any query, aspirants may write to AAICLAS helpdesk at [hr.recruitment@aaiclas.aero](mailto:hr.recruitment@aaiclas.aero) by mentioning Advt. No and the name of the position applied for etc. in the heading of the subject matter/ e-mail. Further in case the query is not resolved the candidates may contact at helpdesk number 011-24667715.
- 7.19 Notice period for resignation: minimum 1 month. Those persons who shall resign with immediate effect, no experience letter/verification etc. shall be issued and they will also have to deposit 1 month salary in lieu of non-serving of notice period.

## **8. HOW TO APPLY**

- 8.1 Go to the AAICLAS website [www.aaiclas.aero](http://www.aaiclas.aero) then go to the career option. View the detailed advertisement. In case you meet the eligibility criteria, then fill the attached application form along with all the relevant details and fee of Rs. 250/- is to be paid in applicable cases.
- 8.2 The application form is enclosed and the link to fill the same is available is on website [www.aaiclas.aero](http://www.aaiclas.aero).
- 8.3 Please make note that all communications to be made on this registered E-MAIL ID and not by post. So, keep remember the E-MAIL ID, Mobile Number and Password.
- 8.4 Please ensure that in case, at any stage, it be found that any wrong/false information is given by the candidate, the candidature of the said candidate be treated as cancelled without assigning any reason whatsoever. In case the wrong/false information comes to the notice of the management at a later stage, the engagement be treated as cancelled and necessary recovery be made in addition to action, as per rules.
- 8.5 Valid E-Mail ID: The E-Mail ID entered in the online application form should remain active until the engagement process is completed. No change under any circumstances in the e-mail id will be allowed once entered. All correspondence regarding this selection/ recruitment shall be made on registered e-mail id only.
- 8.6 Candidates are required to appear for interaction on the schedule date, time and venue/mode at their own cost. Further, they will show all the original certificates/mark sheets/experience certificates/professional qualification certificates/training certificates/Aadhar Card/ PAN Card/Category Certificate (if applicable)/ other documents (if any) etc. along with one set of self- attested copy of each document. The self- attested copy of each documents to be submitted with AAICLAS office as and when be asked for it.

## **9. DISCLAIMER**

In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and / or that he has furnished any incorrect / false information or has suppressed any material fact(s), his candidature will stand cancelled. If any of these shortcomings is / are detected even after employment, his services are liable to be terminated. Decisions of AAICLAS in all matters regarding eligibility, other tests and selection would be final and binding on all candidates. No representation or correspondence will be entertained by AAICLAS in this regard.

## **ANNOUNCEMENTS**

If any application received after the due date, those applications will not be considered for interviews at later stage. All further announcements/details/communication pertaining to this process will only be published/ provided on AAICLAS authorized website [www.aaiclas.aero](http://www.aaiclas.aero) from time to time and not through post.

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Joint General Manager (HR)

For Chief Executive Officer

AAI Cargo Logistics & Allied Services Company Ltd. AAICLAS

Complex, Delhi Flying Club Road

Safdarjung Airport, New Delhi – 110003

[hr.chq@aaiclas.aero](mailto:hr.chq@aaiclas.aero)

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For Office Use Only

SC/ST/OBC/GEN /EX-SM	Token No.	Writ Petition No.	Eligible/Not- Eligible(E/NE)	Remarks
Token / slip issued at the time of registration to be attached with			Signature of the Registering Officer	

**FORMAT OF APPLICATION – Advt. No. 08 of 2023**

POSITION APPLIED FOR: \_\_\_\_\_

STATION OPTED FOR POSTING: \_\_\_\_\_

Photograph & Paste Recent colour  sign across
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1. Full Name: (In BLOCK letters)

*First*

*Middle*

*Surname*

2. Father's Name: \_\_\_\_\_

3. Date of Birth: ( DD / MM / YYYY )

4. Place and State of Birth: \_\_\_\_\_

5. Address for correspondence: \_\_\_\_\_

\_\_\_\_\_

**State:** \_\_\_\_\_

**Pin Code:** \_\_\_\_\_

Permanent Address:

\_\_\_\_\_

State:

Pin Code:

Telephone No: (Residence with STD Code): \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Alternate Mobile No.: \_\_\_\_\_

Email ID: \_\_\_\_\_

6. Gender : Male / Female  
 7. Marital Status : Mark 'X' in appropriate box.

Unmarried	Married	Divorce	Widow (er)	Separated

8. Nationality: \_\_\_\_\_ 9. Religion : \_\_\_\_\_

10. Mother Tongue \_\_\_\_\_ 11. PAN No : \_\_\_\_\_

12. Whether petitioner under following writ petition or not, please mention:  
 i. Contract Labour as per writ petition no. 6485/2014. Yes/No.  
 ii. Contract Labour as per writ petition no. 21515/2013. Yes/No.  
 iii. Contract Labour as per writ petition no. 40237/2016. Yes/No.

- (a). If claiming age relaxation under writ petition no. 6485/2014: Yes/No

13. (a) Aadhar Card No.: \_\_\_\_\_ (b) Passport No. \_\_\_\_\_

14. a) Whether SC / ST / OBC / General (ALSO MENTION SUB-CASTE) (Indicate Category to which you belong by marking 'X' in the appropriate box.)

Name of Sub-Caste	SC	ST	OBC	General

If SC / ST – attach copy of the Caste Certificate.

If OBC, furnish current Certificate including the “Non-Creamy layer clause”. OBC community should be as per the Central List of OBCs published by the Government of India [As per format in Annexure 'B']

- b) Whether Ex-Serviceman : 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 from Police Services : Yes / No (Furnish details)

- d) Whether working in any Govt : Yes / No  
 Semi-Govt. / Public Sector

Undertaking or autonomous body

If "Yes", enclose "No Objection Certificate"



15. Education Qualifications: (Matriculation / SSC onwards)

Examination(s) Passed (Specify Degree)	Name of the University / Institution	Date, Month & Year of Passing	Duration	Percentage of marks (Class/Division)
10 (SSC)				
12 (HSc or Pre-Degree)				
Any other (Pl. specify)				

16. Work Experience (if any):

Organisation	Post Held	Period of Service		Nature of Job
		From	To	
	.	.	.	
	.	.	.	

17. i (a) Is any case pending against you with the police or court? Yes  No

(b) If Yes, furnish full details on a separate sheet of paper

ii (a) Where you ever arrested?

Yes  No

(b) If Yes, furnish full details.

18. Relatives working in AAI / AAI Cargo Logistics & Allied Services Company Ltd.:

Name	Designation	Company	Relationship

19. Have you earlier been interviewed by AAICLAS : Yes / No
- (a) If yes, please inform the month / date : \_\_\_\_\_
- (b) Please also inform the position for which : \_\_\_\_\_  
earlieryou were interviewed in AAICLAS

20. **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 fulfil the eligibility criteria according to the advertisement, my candidature will be rejected / services terminated without giving any notice or assigning reasons therefore.

Place: \_\_\_\_\_

(Signature of Applicant)

Date: \_\_\_\_\_