



## Airports Authority of India

[Schedule- 'A' Mini Ratna Category-1 Public Sector Enterprise]  
Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi- 110003.

### **Advertisement No. 03/2025/CHQ**

### **Engagement of Consultants (Land Management) in Airports Authority of India for a period of One Year on Contract basis.**

#### **1. General Information & Vacancies**

1.1 Airports Authority of India (AAI), a Government of India Public Sector Enterprise, constituted by an Act of Parliament, is entrusted with the responsibility of creating, upgrading, maintaining and managing Civil Aviation Infrastructure both on the ground and air space in the country. AAI has been conferred with the Mini Ratna Category-1 status.

1.2 AAI invites applications from the Retired-AAI officials for the following positions:

Level of Consultant	Number of Consultants	Department, Station
Consultant (Land Management)	03 (Three)	Land Management Directorate, Corporate Headquarters, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi

#### **2. Eligibility Criteria:**

- 2.1 The Officers retired from the services of Airports Authority of India (AAI) as DGM/Jt. GM (E-6/E-7 level), who have worked either in Land Management / Cargo / Civil Engg. / Commercial / Law / Finance Directorates with minimum experience of 10 years.
- 2.2 Before engaging as consultant, one-month cooling period is essential after superannuation.
- 2.3 Such candidate, who as a consultant have already completed 05 years cumulative period in AAI on contract basis, will not be eligible to apply for further engagement as Consultant in AAI.

#### **3. Age Limit:**

Maximum 65 years as on 02.04.2025 i.e. last date for submission of application.

#### **4. Job Profile/Charter of duties to be assigned:**

- 4.1 Knowledge of Land Management i.e. dealing with case of allotment of land on lease and license basis for different activities as approved and as per policies of AAI.
- 4.2 Monitoring and Coordination with Regions and Airports and Civil Enclaves for Mutation of Land, updation of land records as well as acquisition of land for development and expansion of airports.

- 4.3 To advise the Lease Management Team deployed at CHQ for maintaining the proper record and realization of revenue.
- 4.4 To submit the pending/unresolved cases of land lease/licence along with case history and progress made so far on those cases to get it settled through Settlement Advisory Committee (SAC).
- 4.5 Preparation and correction of draft reply/Legal Notices received by AAI pertaining to land management.
- 4.6 Preparation/Finalization of Land Manual so that the same can be shared with all regions and airports for taking action as per procedure/ guidelines contained therein. This is also the prime requirement as per Audit Observations/Para which is still maintained.
- 4.7 Preparation and Revision of land related policies as per Govt. directives/ other requirements.
- 4.8 Revision of Land Rentals on regular intervals for enhancing the revenue of AAI to match with the land value and other aspects.
- 4.9 To monitor the task of Digitization & Survey of Land records on PAN India basis.
- 4.10 To assist in preparation of replies to Audit Paras, RTI, VIP References, Ministerial References.
- 4.11 To assist in preparation in Board Agenda to be submitted to AAI Board for approval on various land lease & other proposals.
- 4.12 To deal with the Land matters related to PPP Airports, JV Airports for resolving the land issues.
- 4.13 To coordinate with other departments/airports/regions of AAI and Revenue Departments for the getting the needful done as required.
- 4.14 To visit regions and airports for resolving the land related matters as and when required.

## 5. **Important Dates:**

5.1	Opening date for submission of applications through email (chqrectt@aai.aero)	19.03.2025
5.2	Last date for submission of application	02.04.2025
5.3	Schedule for Interview	Will be uploaded later on AAI Website.

## 6. **Monthly Remuneration:**

- 6.1 Consolidated fixed monthly honorarium of Rs.75,000/- (Rupees seventy-five thousand only) all-inclusive.

## **7. Selection Process:**

- 7.1 Application in the prescribed format (Annexed to this Advertisement) along with self-attested copies of all necessary supporting documents [in support of Age (School Leaving Certificate), Educational Qualifications and Work Experience] to be sent on email ID: [chqrectt@aai.aero](mailto:chqrectt@aai.aero) on or before the closing date, i.e., 02.04.2025. (Application through any other mode will NOT be accepted)

**Note for strict compliance:** Duly Filled-in Application + self-attested Supporting Documents to be combined and attached in single PDF file (size not exceeding 5 MB).

- 7.2 (i) Only shortlisted Applicants will be called for application verification and interview and selection will be based upon merit ranking. Schedule for the same will be published under the above-mentioned Advertisement Number on AAI website [www.aai.aero](http://www.aai.aero)
- (ii) No TA / DA will be paid for attending the Application Verification / Interview.
- 7.3 **Vigilance / Disciplinary / Criminal Cases:**
- (i) Applicants retired from AAI as mentioned above in Eligibility Criteria, should be clear from Vigilance / Disciplinary angle at the time of retirement.
- (ii) There should be no criminal case pending against the Applicant (The same shall be self-certified by the Applicant)

## **8. Other Terms and Conditions of Engagement:**

- 8.1 **Period of Engagement:** Engagement of Consultant will be for a period of one (01) year only.
- 8.2 **Tax Deduction at Source (TDS):** The Income tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the department will issue TDS Certificate. Service TAX/GST as applicable shall be payable extra at the prevalent rates.
- 8.3 **Allowances:** Consultant shall not be entitled for any allowances such as Dearness Allowances (DA), Residential Telephone, Transport Facility, Personal Staff, Residential Accommodation, Medical Reimbursement, etc.
- 8.4 **TA/DA:**
- (i) No TA/DA shall be admissible for joining the assignment or on its completion or during the period of engagement process like at the time of interview.
- (ii) However, Consultant will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
- (iii) For Individual Consultants other than Retired Government / PSU Officials, their entitlement for TA/DA will be decided on case-to-case basis after approval of Competent Authority.

#### 8.5 **Attendance & Leave:**

- (i) Consultants will be required to mark their Biometric / Manual Attendance daily at the place of reporting in line with AAI Employees' Attendance System at the place of engagement.
- (ii) Consultants shall be eligible for 12 days leave in a calendar year on pro-rata basis.
- (iii) Therefore, a consultant shall not draw any remuneration in case of his / her absence beyond 12 days in a year (calculated on pro-rata basis).
- (iv) Un-availed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
- (v) In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the consultancy fee, i.e., monthly remuneration.
- (vi) AAI will be free to terminate the services in case consultant remains absent for more than 15 days beyond the entitled leave in a calendar year.

#### 8.6 **Termination of Agreement:** AAI can terminate the agreement on the following grounds:

- (i) In case the information furnished by the applicant is found to be false at any stage the same will invite disqualified and or action as deemed appropriate by AAI whose decision shall be final and binding.
- (ii) The consultant is unable to address the assigned tasks.
- (iii) Quality of the assigned works is not to the satisfaction of the department.
- (iv) The consultant fails in timely achievement of milestones as decided by AAI.
- (v) The consultant is found lacking in honesty and integrity.
- (vi) The services of the consultant are liable to be terminated at any time by giving one-month notice or remuneration / fees in lieu of notice period and the decision of AAI Management will be final in this regard.

9. AAI reserves the right to shortlist/reject candidature without assigning any reason.

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**Application Form**

Photo

AAI Advertisement No: **03/2025/CHQ**Post Applied for: **Consultant (LM) in AAI on contract basis.**

1	Name of Candidate									
2	Date of Birth	D	D	M	M	Y	Y	Y	Y	(in DD   MM   YYYY Format)
3	Age as on 02-04-2025	Y	Y	M	M	D	D	(in YY   MM   DD Format)		
4	Father's Name									
5	Nationality									
6	Gender									
7	Date of Retirement									
8	Permanent Address									
9	Address for Correspondence									
10	Mobile Number									
11	Email ID									
12	Details of pending Criminal / Vigilance Cases									

## 13 Educational / Professional Qualification:

Sl. No.	Exam passed / Qualification	University / College	Month & Year of passing	% of Marks (in two decimals)

## 14 Work Experience: (including earlier contractual engagement with AAI) – Please enclose separate sheet, if required

Sl. No.	Organisation / Department	Designation with level	Period		Total Experience	Nature of work
			From	To		

Date:

(Signature of Candidate)

**Declaration:** The above information given by me is true & correct to the best of my knowledge. In case any information is found false or incorrect, my candidature for engagement of Consultant in AAI on contract basis may be treated as cancelled.

(Signature of Candidate)