



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

No. A.12031/1/2009-EH

Dated:18/03/2009

To

The Regional Executive Director  
Airports Authority of India,  
NR/WR/ER/SR/NER

The Airport Director  
Chennai/Kolkata

The Principal  
CATC - Allahabad

Executive Director (FIU)/RCDU

Executive Director, NIAMAR

Sub: Selection for the post of Member (Planning) in Airports Authority of India in Sch. "B" scale of pay of Rs.25750-650-30950

Sir,

Enclosed please find a copy of letter No.7/2/2009-PESB dated 04.03.2009 alongwith its enclosure for your information and necessary action please.

It is requested that eligible officers may send their application to this office on or before 20.04.2009 for onward transmission to Ministry of Civil Aviation/PESB.

Detailed circular of PESB is also available on web site i.e. [www.aai.aero](http://www.aai.aero)

Yours faithfully,

( RAJU DUREHA )

Jt. General Manager (Pers.)

Encl: as above

Copy to:

1. Sr. EA to Chairman
2. All EDs/GMs at CHQ

No. 7/2/2009-PESB  
Government of India  
Public Enterprises Selection Board  
(Department of Personnel & Training)

Block No. 14, CGO Complex, Lodhi Road,  
New Delhi, the 4<sup>th</sup> March, 2009.

Sub: Selection for the post of Member(Planning), Airports Authority of India in schedule "B" scale of pay.

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of **Member(Planning), Airports Authority of India** in schedule "B" scale of pay of **Rs.25750-650-30950**. A copy of the job description for the post is enclosed.

2. It is requested that names of candidates seniority-wise who are found suitable for the said post as per the requirements indicated in the job description alongwith their up-to-date bio-data (in the prescribed form) duly endorsed may kindly be forwarded to PESB by **12<sup>th</sup> May, 2009**. It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready alongwith their latest vigilance profile [(i) penalty imposed, if any during the last 10 years (ii) details of disciplinary action initiated/being initiated if any, etc.] to be furnished as and when the selection meeting is scheduled.

3. In case the relevant details are not received within the stipulated time, it will be assumed that there are no eligible candidates to be sponsored for the post.

*(Signature)*  
(VEDANTAM GIRI)  
DEPUTY SECRETARY  
TEL NO. 24362936

MINISTRY OF CIVIL AVIATION,  
(SH M.M. NAMBIAR, SECRETARY)  
RAJEEV GANDHI BHAWAN,  
SAFDARJUNG AIRPORT,  
NEW DELHI-110003.

Copy to Copy to **CHAIRMAN, AIRPORT AUTHORITY OF INDIA**, A-Block, Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi-110003, with the request to send the names of all willing and eligible candidates to PESB in the prescribed format alongwith the endorsement. ACRs and Vigilance profile may also be kept ready for being furnished as and when the selection meeting is scheduled.

*(Signature)*  
(VEDANTAM GIRI)  
DEPUTY SECRETARY

Copy to:

1. All Chief Executives of other Central PSUs (including subsidiaries) for circulation amongst the eligible candidates.
2. Establishment Officer, Department of Personnel & Trg. } For circulating the vacancy  
Ministry of Personnel, PG & Pensions } among Government Officers.
3. All Chief Secretaries of State Governments & UTs } For circulating the vacancy among  
 } Government Officers & State PSUs.
4. (i) Defence Secretary, South Block, New Delhi.  
(ii) Military Secretary MS(X), South Block, New Delhi-110011.

*(Signature)*  
(VEDANTAM GIRI)  
DEPUTY SECRETARY

*Cu.*  
*MCPBA*

*UA*  
*13/3/09*  
*MCPBA*  
*13/3*  
*Ed. Pers.*  
*16/3*

*JT (M) P/R*

*(Signature)*

*17/3*

*Myr (M)*

*WP*

*2/3*  
*17/3*

*958/EH*  
*18/03/09*

*2010/Cu.*  
*10/03/09*  
*994/MFA*  
*16/03/09*

*1493/EDPA*  
*16/3/09*

*214/Dram(2)*  
*17/3*

## JOB DESCRIPTION

**NAME OF THE PSU** : Airports Authority of India Limited. (AAI)

**NAME OF THE POST** : Member (Planning)

**DATE OF VACANCY** : 01.01.2009

**SCHEDULE OF THE POST** : "B

**SCALE OF THE POST** : Rs.25750-650-30950

### COMPANY PROFILE

AAI was incorporated in 1995 with the objective of merging International Airport Authority of India and National Airports Authority in to one Corporation and accelerating the integrated development, expansion and modernization of the airports in India of international standards. It is a Schedule 'A' CPSE in Transportation Services sector under the administrative control of Ministry of Civil Aviation. Its Registered and Corporate offices are in New Delhi.

The shareholding of the Government of India in the Company is 100%.

The authorized and paid up capital of the Company was Rs. 501.13 crores and Rs. 4289 crores respectively during 31.03.2008.

### JOB DESCRIPTION AND RESPONSIBILITIES

Member (Planning) is a member of the Board of Directors and reports to Chairman. He is responsible for formulation of a Corporate Plan to achieve the goals of the AAI covering Five Years Plans as well as long term perspective plans.

**I. AGE:** On the date of occurrence of vacancy.

- (i) Minimum 45 years
- (ii) Not more than 58 years for internal candidates and not more than 57 years for others.
- (iii) The age of superannuation is 60 years.

### II. QUALIFICATION AND EXPERIENCE

The incumbent should be an Engineering Graduate or equivalent with good academic record from a recognized institution/university. He should possess adequate experience at a senior level of management in a large organization of repute. He should have experience of preparing corporate plans/annual plans in a large organization besides experience of managing multidisciplinary projects. Persons with experience in Aviation/Avionics sector will have added advantage.

Provided that minimum qualification is relaxable in the case of internal candidates with sound and adequate background and experience.

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### III. PAY SCALE/TURNOVER:

#### (a) Central Public Sector Executives.

Executives holding posts in the pay scale of:

- |       |  |                            |
|-------|--|----------------------------|
| (i)   | Rs. 7250-8250/(pre 1.1.1992 scale)           | } With<br>Industrial<br>DA |
| (ii)  | Rs. 9500-11500/- post 1.1.1992 scale).       |                            |
| (iii) | Rs. 20500-26500(post 1.1.97 scale)           |                            |
|       | or   |                            |
| (iv)  | Rs.18400-22400 with Central DA (pre-revised) |                            |

The minimum length of service required in the eligible scale will be one year for internal candidates, and two years for others as on the date of vacancy.

#### (b) State Public Sector Executives

Executives working in companies where the annual turnover is in excess of Rs. 100 crore.

#### (c) Private Sector Executives

In order to apply Private Sector Executives must fulfill all the three criteria listed below:

- (i) they should be working in companies where the annual turnover is in excess of Rs.100 crore;
- (ii) they should be working in companies listed on the Stock Exchange; and
- (iii) they should be working at a Board level position or reporting directly to a director on the Board i.e. one level below Board level.

#### (d) Government Officers

Provided that notwithstanding the qualifications and experience prescribed, officers of the level of Joint Secretary in Govt. of India or on equivalent scale of pay or Major General in the Army or equivalent rank in Navy/Air Force, on the date of vacancy with adequate experience in the relevant field will be eligible for consideration on immediate absorption basis.

### 4. DURATION OF APPOINTMENT

The appointment shall be for a period of five years or upto the date of superannuation whichever is earlier.

## **5. SUBMISSION OF APPLICATIONS**

Prospective candidates from the Central Public Sector and Government officers shall send their applications, through proper channel, in the format at Annexure I.

State Public Sector Executives/Private Sector Executives shall submit their applications, in the format at Annexure II, alongwith

- (i) a write up on the significant contributions made by them during their present/past assignments and their suitability for the post.
- (ii) the annual report for the last audited financial year, or annual turnover figures duly certified by the Company Secretary/CFO.

**In addition to the above, Private Sector Executives must submit the following documents alongwith the application form.**

- (i) Attested copies in support of age and qualifications;
- (ii) Annual Reports of the Company for the last 5 years;
- (iii) Evidence of listing on the Stock Exchange;
- (iv) Evidence of working at Board level or reporting directly to a director on the Board i.e. one level below Board level;
- (v) The details of Job handled in the past with details/particular references.

State Public Sector Executives must route their applications through proper channel.

**Annexure-I and Annexure-II may be downloaded from the website of PESB.**

**Last date of receipt of applications in PESB is 12<sup>th</sup> May, 2009. No application shall be entertained under any circumstances after the stipulated date.**

Applications are to be addressed to Dr. P. S. Behuria, Secretary, Public Enterprises Selection Board, Public Enterprises Bhawan, Block No. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ANNEXURE I

APPLICATION FORM FOR CENTRAL PUBLIC SECTOR EXECUTIVES /GOVT. OFFICERS

[THROUGH PROPER CHANNEL]

1. Name of the post applied for: \_\_\_\_\_

2. Name & Designation of the Applicant (in full) with office address: \_\_\_\_\_  
\_\_\_\_\_

3. Date of Birth \_\_\_\_\_

4. Address \_\_\_\_\_

5. Telephone No: Office \_\_\_\_\_ Residence \_\_\_\_\_ FAX No./Mobile No. \_\_\_\_\_

6. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional qualifications			
Age on the date of vacancy			
Pay Scale of the post held			
Length of service in eligible pay scale			

7. Positions held during the preceding ten years:-

Sl. No.	Designation, and place of posting	Organisation	From	To	Pay scale
1.					
2.					
3.					

8. In case the candidate is holding the present post on deputation basis. -

- a) name of the organisation in which the lien held and
- b) the date from which the lien is held.

9. Whether any punishment awarded to the applicant during the last 10 years and also whether any action or inquiry is going on against him as far as his knowledge goes.

(Name and Signature of the applicant)

Date:

(To be filled by the PSU/Ministry /Department concerned)

Certified that the particulars (especially w.r.t. para 9 above) furnished above by the candidate are found to be correct as per official records.

Signature & Designation of  
the Competent Forwarding  
Authority with Telephone no. & office Seal.

**ANNEXURE II**

**APPLICATION FORM FOR STATE PUBLIC SECTOR EXECUTIVES/EXECUTIVES FROM THE PRIVATE SECTOR**

1. Name of the post applied for: \_\_\_\_\_

2. Name & Designation of the Applicant (in full) with office address: \_\_\_\_\_  
\_\_\_\_\_

3. Date of Birth \_\_\_\_\_

4. Address \_\_\_\_\_

5. Telephone No: Office \_\_\_\_\_ Residence \_\_\_\_\_ FAX No. \_\_\_\_\_  
Mobile No. \_\_\_\_\_

6. Educational/Professional qualifications:

7. Positions held during the preceding ten years:-

Sl. No.	Designation, Organisation and place of posting	From	To	Pay scale

Declaration

I ..... son of .....and resident of ..... hereby certify that I have not been disqualified to act as a Director under Section 274 or any other relevant sections of the Indian Companies Act, 1956.

I also certify that I am not facing any charge of, nor have ever been convicted for, any act of moral turpitude or economic offence.

(Name and signature of the applicant)

Enclosure (i) the annual report for the last audited financial year, or annual turnover figures duly certified by the Company Secretary/CFO.

Enclosure (ii) a write up on the significant contributions made by them during their present/past assignments and their suitability for the post.