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भारतीय विमानपत्तन प्राधिकरण
(अनुसूची- 'ए' मिनीरत्न –श्रेणी 1- सार्वजनिक क्षेत्र का उपक्रम)
AIRPORTS AUTHORITY OF INDIA
(Schedule 'A' Mini Ratna-Category-1 Public Sector Enterprise)
क्षेत्रीय मुख्यालय (उ.पू.क्षे.) लो.गो.ब.अ. हवाई अड्डा गुवाहाटी-781015
REGIONAL HEADQUARTERS, NORTH EASTERN REGION, LGBI AIRPORT
GUWAHATI-781015

Advt. No. 01/2025/DR/NER

RECRUITMENT FOR NON-EXECUTIVES CADRES IN NORTH EASTERN REGION

Airports Authority of India (AAI) Regional Headquarters, North Eastern Region invites applications from the eligible candidates who are **DOMICILE of Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland and Tripura** for the posts of **Senior Assistant (Electronics), Junior Assistant (HR) and Junior Assistant (Fire Services)** for its various airports in North Eastern Region. Candidates shall apply only ONLINE through Airports Authority of India website **www.aai.aero** under tab **"CAREERS"** for the above posts. **No application through any other mode will be accepted.**

IMPORTANT DATES

Opening Date for On-Line Application	**12/12/2025**
Last Date for On-Line Application	**11/01/2026**
Tentative Date of On-Line Examination	**Will be announced on AAI Website-www.aai.aero**

1. DETAILS OF POSTS:

Post Code	Name of Post	Number of vacancies and reservation											
		Total	UR	EWS	OBC(NCL)	SC	ST	(PwBD) Category				Ex-SM	Ex-Agniveers
								(a)	(b)	(c)	(d & e)		
01	Senior Assistant (Electronics), NE-06 Level	5	5	0	0	0	0	0	0	0	0	1	-
02	Jr. Asstt.(HR) NE-04 level	2	1	0	0	0	1	0	1	1	0	0	-
03	Junior Assistant (Fire Services) NE-04 Level	7	0	0	1	0	6	0	0	0	0	1	0

Abbreviations used: UR=Unreserved, EWS=Economically Weaker Section, OBC (NCL)= Other Backward Classes (Non- Creamy Layer), SC= Scheduled Caste, ST=Scheduled Tribe, PwBD= Persons with Benchmark Disability, ExSM=Ex-servicemen, PwBD Category(a),(b),(c), (d)&(e): Please refer Suitable categories of Benchmark Disabilities against respective post code**.**

Note (A): The number of vacancies are tentative. Airports Authority of India (AAI) reserves the right to increase or decrease the vacancies depending upon the future requirements. AAI also reserves the right to modify/cancel the recruitment process, if need so arises without issuing any further notice or

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any reasons what so ever. The decision of the Management will be final and binding and no appeal shall be entertained.

Note(B): Definition of various categories of disability identified suitable for the post shall be defined under RPwD Act. 2016 and subsequent amendments thereof.

Note(C) : Ex-Servicemen who have already secured employment in civil sector under Center Government/State Government of in Group-'C' & 'D' posts on regular basis after availing the benefits of reservation given of Ex-Servicemen to their re-employment are not eligible for reservation for appointment under Ex-Servicemen categories. However, they are eligible for age relaxation only. Age relaxation/ESM reservation is not admissible to sons, daughter and dependent of ESM. Therefore, such candidates should not indicate their category as Ex-Servicemen.

Disabled candidates are not eligible for the post of Junior Assistant (Fire Service) due to specific nature of job.

Note(D): Ex-Servicemen Reservation/Ex-Agniveers/PWD: The vacancy reserved for Ex-SM/Ex-Agniveers/PWD will be filled from any category and adjusted horizontally against respective categories viz-UR/SC/ST/OBC as the case may be depending upon the category to which the selected candidate belongs to, within the respective total vacancies of the posts.

POST CODE IDENTIFIED SUITABLE FOR PERSONS WITH BENCHMARK DISABILITY (PwBD)

Post code	Categories of Benchmark Disabilities	Functional Requirements
02.	b) Deaf & Hard of Hearing c) Locomotor disability including leprosy cured, dwarfism, acid attack victims (OA, OL, BL, OAL).	 S, ST,W, MF, RW,SE,C

Abbreviation used:-
S= Sitting, ST= Standing, W=Walking, BN=Bending, MF= Manipulation with Fingers, RW= Reading & Writing, SE= Seeing, H=hearing, C= Communication
B=Blind, LV= Low Vision, D= Deaf, HH= Hard of Hearing, OA= One Arm, OL= One Leg, BA= Both Arms, BL=Both Leg, OAL= One Arm and One Leg, CP= Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy=Muscular Dystrophy, SD/SI=Spinal Deformity/Spinal Injury, ASD=Autism Spectrum Disorder (M=Mild, MoD= Moderate), SLD= Specific Learning Disability, MI=Mental Illness, MD= Multiple Disabilities.

2. **EMOLUMENTS:**

Pay Scale:

(a) Pay scale & Level –Rs. 36,000-3%- 1,10,000 in NE-6 Senior Assistant, (Electronics)-IDA pattern.
(b) Pay scale & Level –Rs. 31,000-3% - 92,000 in NE-4 Junior Assistant (Fire Services)-and Junior Assistant (HR), IDA pattern.

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In addition to Basic Pay, Dearness Allowance, Perks, HRA and other benefits which include CPF, Gratuity, Social Security Scheme, Medical Benefits etc. are admissible as per Airports Authority of India Rules & Regulations.

3. AGE LIMIT & RELAXATION IN AGE:

The candidate's age shall be 18 to 30 years as on **06/12/2025** and the upper age limit is relaxable as follows:

(i) 3 years for OBC (Non-Creamy Layer) as on **06/12/2025**

(ii) 5 years for SC/ST as on **06/12/2025**

(iii) Age, Qualification, Experience etc, shall be reckoned as on **06/12/2025**

(iv) 3 years after deduction of the military service rendered from the actual age as on **06/12/2025** for Ex-Servicemen (ESM). ESM age relaxation is applicable as prescribed by Govt. of India order issued from time to time. (ESM candidates should indicate the category to which he/she belongs-SC/ST/OBC/UR). ESM reservation will be followed as per Government of India guidelines issued time to time.

(v) Upper age limit is relaxable by 10 years for candidates who are in regular service of AIRPORTS AUTHORITY OF INDIA.

(vi) Maximum age limit for Widows, Divorced Women and Women Judicially Separated from their husbands and who are not remarried shall be relaxable up to the age of 35 years (up to the age of 38 years for OBC and up to the age of 40 years for SC/ST candidates).

(vii) **For Persons with Benchmark Disabilities (PwBD)** i.e. Upper age limit is relaxable by 10 years for PWD candidates (This implies that SC/ST category candidates would get maximum 15 years age relaxation including 05 years meant for their respective categories. Similarly, OBC (NCL) category candidates would get maximum 13 years including 03 years age relaxation meant for OBC category).

(viii) Relaxation of age limit would be permissible to PWD candidates who have minimum of 40% disability supported by Certificate of Disability in prescribed format issued by the Competent Authority/Medical Board of Hospital under Central/State Government under RPwD Act, 2016.

(ix) **Ex-Agniveers:** Who have successfully completed 04 years of engagement with Armed Forces.

(a) Three (03) years age relaxation in the prescribed upper age limit for Ex-Agniveers is admissible.
(b) Age relaxation of five (05) years instead of three (03) years beyond the prescribed upper age limit is admissible to the candidates of only first batch of Agnipath Scheme.

(x) **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 at a later stage.**

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4. SENIOR ASSISTANT (ELECTRONICS)

(i) QUALIFICATION & EXPERIENCE:

NOTE: Age, Qualification and Experience etc. shall be reckoned as on **06/12/2025**.

Post Code	Name of Post & Level	Educational Qualification
01.	Senior Assistant (Electronics), NE-6 Level	Diploma in Electronics/Telecommunication/Radio Engineering. **Experience:** Two years (2) relevant experience in the concerned discipline.

(ii) SELECTION PROCESS:

(a) Written Exam (Computer Based Test). Duration of Exam: 2(Two) hours.
(b) Document Verification.

Syllabus:

70% questions on subjects relating to educational qualifications prescribed for the post and
30% questions on General Knowledge, General Intelligence, General Aptitude, English etc.

Minimum pass marks will be 50% for UR/EWS/OBC candidates and 40% for SC and ST candidates.

Appointment is based on CBT Merit and subject to successful completion of the Ab-Initio Training for the 12 weeks & On-the-Job Training (OJT) for the period of 4 weeks. During the training period, candidate is entitled for stipend of Rs. 25,000/- p.m. and Bond for Recovery of amount in case of resignation from AAI to be executed with AAI before the said training.

5. JUNIOR ASSISTANT (HR)

(i) QUALIFICATION & EXPERIENCE:

NOTE: Age, Qualification and Experience etc. shall be reckoned as on **06/12/2025**.

Post Code	Name of Post & Level	Educational Qualification
02.	Junior Assistant (HR) NE-04 level	Graduate. ** Candidates who qualify CBT will appear for Computer Literacy test in MS Office.

(ii) SELECTION PROCESS:

(i) Written Exam (Computer Based Test). Duration of Exam-2 (Two) hours.
(ii) Computer Literacy Test in MS Office (Qualifying in nature)
(iii) Document Verification.

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****The candidates who qualify in Computer Based Test (CBT) shall appear for Computer Literacy Test later on. Appointment will be based on CBT merit subject to qualifying in the Computer Literacy Test.**

Syllabus:

a) 50% questions on subjects relating to educational qualifications prescribed for the post;

and

b) 50% on General Knowledge, General Intelligence, General Aptitude, English etc.

Minimum pass marks will be 50% for UR/EWS/OBC candidates and 40% for SC and ST and PWD candidates.

6. JUNIOR ASSISTANT (FIRE SERVICES)

(i) QUALIFICATION & EXPERIENCE:

NOTE: Age, Qualification and Experience etc. shall be reckoned as on **06/12/2025**.

Post Code	Name of Post & Level	Educational Qualification
03.	Junior Assistant (Fire Services) NE-4 Level	i) 10th Pass + 3 years approved regular Diploma in Mechanical/Automobile/Fire. **(OR)** ii) 12th Pass (Regular Study).
Desirable	Due weightage shall be given to a candidate possessing any one or more (subject to maximum limit of the following). a) Computer Science as subject at 12th class level; b) NCC 'B' Certificate c) Relevant experience in an aviation/regular/industrial fire service d) Basic Fire Fighting Training Course from AAI Fire Training Establishment. e) Sub-Fire Officer course from National Fire Service College, Nagpur.	
Driving License		
a) Valid Heavy Vehicle Driving License; OR b) Valid Medium Vehicle Licence issued at least One Year before the date of advertisement i.e. 06/12/2025. OR c) Valid Light Motor Vehicle License (LMV) issued at least two years before the date of advertisement i.e. 06/12/2025. In case of (b) & (c) above, the incumbents will be required to acquire Heavy Duty Driving License within one year of appointment before completion of their probation period. In case, if they fail to acquire/obtain the Heavy-Duty Driving License, their probation period will be extended for one more year in order to obtain Heavy Duty Driving License, till such time, they		

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will not be confirmed and their increments will also be withheld. Moreover, no further extension will be granted beyond two years and their services will stand terminated. **<u>Temporary/Learning License will not be accepted.</u>**		
Physical standard (both Male & Female)		
Physique (Both Male & Female)	Good	
Eye Sight (Both Male & Female)	**Distance Vision**-6/6 with each Eye Without Glasses. **Near Vision**-N5 with each Eye Without Glasses. (Visual evaluation is for each eye individually) **Colour Vision**-Should be Normal as determined by Ischihara's Charts. **Night blindness**: Absent **Field of Vision**; Each eye should have full field of vision as determined by confrontation test. **Refractive error**: No refractive error is acceptable. As a functional requirement, color blindness and/or night blindness will be a rejection criteria.	
Hearing (Both Male & Female)	Normal	
Speech (Both Male & Female)	Normal	
Minimum Height, Weight and Chest	**Male**	**Female**
Height	Not less than 167 cm ##	Not less than 157 cm ##
Chest	Normal before expansion: 81 cms## Minimum expansion 5 cms.	Not Applicable
Weight	Not less than 55 kg.	Not less than 45 kg
# #	Relaxation of 3 cms in height (for both male & female candidates) and **chest measurements (only for male candidates)** and proportionate relaxation in weight will be allowed to hilly area candidates on production of Bonafide certificates. However, minimum chest expansion must be 5 cms (for male candidates). No other relaxation will be allowed to any other category.	
Disqualification	Knocking knee, bow legs, degree of squint, flat footed, physical deformity, color blindness and/or night blindness, suffering from chronic disease, any major operations by virtue of which his/her physical fitness to work in Fire Service has been impaired will be considered as disqualification.	

(ii). <u>SELECTION PROCESS & SYLLABUS:</u>

<u>Stage 1:</u>

Written Exam (Computer Based Test)- Duration: 2 (Two) hours

<u>Syllabus</u>

(a) 50% question on subjects relating to educational qualifications prescribed for the post; and

(b) 50% questions on General Knowledge, General Intelligence, General aptitude & English etc.

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Minimum pass marks will be 50% for UR/EWS/OBC candidates and 40% for SC and ST candidates.

Stage 2:

A. On passing the online Computer Based Test (CBT), shortlisted candidates shall be subjected to Biometric Attendance, Documents/Certificate Verification including Driving License followed by Physical Measurement and Medical Test. Those cleared in Medical Test shall be allowed for Driving Test (in Light Motor Vehicle) subject to possessing Valid Light Motor Vehicle/ Medium Motor Vehicle/Heavy Motor vehicle license in original. Only on passing the Driving Test, the candidate will be allowed for Physical Endurance Test (PET).

B. Ex-Agniveers will be given exemption only from Physical Endurance Test. However, they must be suitable from all other relevant perspective including but not limited to age, educational qualification, written test, medical tests/examination, physical measurement standards (height, weight, medical standards etc.), driving requirements, 16 weeks of basic training, at par with other candidates, as applicable to the post.

C. **Physical Endurance Tests (PET):-Following Five(05) test to be carried out in sequence includes**:

Each Test carries max. 20 marks

(i) 100 m Running
(ii) Casuality Carrying Test, (Lifting and carrying sand bag to 50 meters)
(iii) Pole climbing
(iv) Rope Climbing
(v) Ladder climbing and descending

CRITERIA OF MARKS FOR PHYSICAL ENDURANCE TEST – MALE CANDIDATES

ITEM → / MARKS ↓	100 m Running (In sec)	Lifting and carrying 50 Kg sandbag (50 m) (In sec)	Pole Climbing (Total timing 30 sec) (8 metres)	Rope Climbing (Total timing 20 sec) (8 metres)	Full Ladder Climbing and descending (In sec)
20	12 sec	20 sec	Full Height	Full Height	35 sec
18	13 sec	---	--	--	45 sec
16	14 sec	30 sec	3/4 height	3/4 height	60 sec
14	15 sec	---	--	--	75 sec
12	16 sec	40 sec	2/3 height	2/3 height	90 sec
10	---	---	1/2 height	1/2 height	---
8	---	---	1/3 height	1/3 height	---

Zero (0) marks shall be awarded on the following scenario:-

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(i) On exceeding of 16 seconds in 100 metres running.
(ii) On exceeding of 40 seconds in carrying 50 kg sand bag to 50 metres.
(iii) Pole climbing below 1/3 height in 30 seconds
(iv) Rope climbing below 1/3 height in 20 seconds
(v) On exceeding 90 seconds in Full Ladder Climbing and descending

Note 1:

- **100 meters running is required to be completed in maximum 16 seconds failing which Zero Marks will be awarded.**
- **In casuality carrying test, male candidates shall lift a sand bag 50 kg and carry it 25 meters away and bring back at the starting point and put on the ground safely.**
- **Total height of Rope and Pole shall be after adding 2 metres. Example for Male 6+2=8 meters.**
- **Ladder to be pitched at the height of 6 metres from the ground level. For grading the candidates in full ladder climbing, the total time taken in ascending and descending the ladder shall be considered.**
- **Rope Climbing by using his hands and legs in any pattern. The diameter of jute/manila made rope will be of 05 cm.**
- **The candidate will not be allowed for second attempt in any circumstances.**

CRITERIA OF MARKS FOR PHYSICAL ENDURANCE TEST - FEMALE CANDIDATES

ITEM → / MARKS ↓	100 m Running (In sec)	Lifting and carrying 30 Kg sandbag (50 m) (In sec)	Pole Climbing (Total timing 30 sec) (06 metres)	Rope Climbing (Total timing 20 sec) (06 metres)	Full Ladder Climbing and descending (In sec)
20	15 sec	25 sec	Full Height	Full Height	40 sec
18	16 sec	---	--	--	50 sec
16	17 sec	35 sec	3/4 height	3/4 height	65 sec
14	18 sec	---	--	--	80 sec
12	19 sec	45 sec	2/3 height	2/3 height	100 sec
10	---	---	1/2 height	1/2 height	---
8	---	---	1/3 height	1/3 height	---

Zero (0) marks shall be awarded on the following scenario:-

(i) On exceeding of 19 seconds in 100 metres running.
(ii) On exceeding of 45 seconds in carrying 30kg sand bag to 50 meters.
(iii) Pole climbing below 1/3 height in 30 seconds
(iv) Rope climbing below 1/3 height in 20 seconds
(v) On exceeding 100 seconds in Full Ladder Climbing and descending.

Note 2:

- **100 meters running is required to be completed in maximum 19 seconds failing which Zero Marks will be awarded.**
- **In casuality carrying test, female candidates shall lift a sand bag 30 kg and carry it 25 meters away and bring back at the starting point and put on the ground safely.**

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- **Total height of Rope and Pole shall be after adding 2 metres. Example for Female 4+2=6 meters.**
- **Ladder to be pitched at the height of 6 metres from the ground level. For grading the candidates in full ladder climbing, the total time taken in ascending and descending the ladder shall be considered.**
- **Rope Climbing by using her hands and legs in any pattern. The diameter of jute/manila made rope will be of 05 cm.**
- **The candidate will not be allowed for second attempt in any circumstances.**

Note 3: Minimum qualifying marks for Physical Endurance Test for both male and female candidates shall be 60 out of 100.

D. The physical Endurance Test shall be qualifying in nature and to get qualified, candidate has to score minimum total marks of 60 in the five (05) prescribed **Physical Endurance Tests.** The final merit list in respect of selection for the post of **Jr. Assistant (Fire Services**) shall be made on the basis of Written Examination marks (Computer Based Test-CBT) only.

E. No pro-rata marks in respect of Physical Endurance Test (PET) shall be allowed. For example, a male candidate completes 50m running with human dummy/sand bag in 35 seconds, he will get only 12 Marks.

F. The selected candidates as per order of merit on successful completion of stage 1&2 and as per notified vacancies shall be nominated for Basic Training Course (BTC) for a period of 18 weeks, in which 02 weeks training should be exclusively meant for imparting training on maintenance and driving on Heavy Duty Vehicle at Fire training College FTC (New Delhi) or at any other training center as decided by the Management. AIRPORTS AUTHORITY OF INDIA will not be responsible for any injury caused during the course of selection process.

G. The candidate who does not fulfil the eligibility criteria at any stage mentioned above will not be considered for next stage of selection process and therefore, will be disqualified from further selection process.

H. Appointment order shall be issued only to the candidates who successfully complete the Basic Training Course (BTC). During the training period, candidate is entitled for stipend of **Rs. 25,000/-** per month and bond for recovery amount in case of Resignation from AAI to be executed with AAI before the said training.

7. BOND RECOVERY AMOUNT: The bond recovery amount in case of resignation from AAI for Non-Executives in case of **CNS (Electronics) & Fire Discipline** is as follows:

Resignation from the date of joining AAI till completion of ab-initio Training		***Resignation after completion of ab-initio Training***	
Upto 01 month	***Nil***	***Upto 1 year***	***Rs.3 lacs***
Beyond 01 month to 02 months	***Rs.50,000***	***Beyond 01 year to 02 years***	***Rs.2 lacs***
Beyond 02 months to 03 months	***Rs.75,000***	***Beyond 02 years to 03 years***	***Rs.1 lacs***
Beyond 03 months till completion of training	***1 lacs***	***beyond 03 years***	***NIL***

An employee will be under bond obligation from the date of his/her joining in AAI irrespective of the fact that whether he/she joins a training center or a station/airport for on-the job training or any other place as decided by the AAI Management for training. However, bond will be enforceable after lapse

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of one month of service from date of joining AAI. **In case of resignations, where an employee is under Bond obligations, relieving to be done only after settling all dues. Approval of appointing authority is required in case of resignations.**

8. APPLICATION FEE AND MODE OF PAYMENT:

Category	Application Fee
General, EWS and OBC Category	* Rs. 1000/-(Rupees One Thousand Only)
Women/SC/ST/PWD/Ex-Servicemen and Apprentices who have completed 01 year Apprenticeship Training in AAI	No application fee.

* Excluding of Bank Charges & Service Tax

i) Fees will be accepted through online net banking/credit cards/debit cards/UPI/wallet etc.
ii) Check the charges/commission applicable for selected mode of payment and the same shall be borne by the candidate.
iii) Fee once paid shall not be refunded under any circumstances.

9. GUIDELINES FOR FILLING ONLINE APPLICATION:

Note:

1. **Candidates on their own interest are advised to apply and submit application promptly and not to wait till the last date/time for applying online. AAI, NER shall not be responsible if candidates are not able to submit their applications on account of last-minute rush.**
2. **Please retain print out of application form & payment acknowledgement slip for future references.**
3. **Please do not send hard copy of the application form or any documents to the office of AAI, North eastern Region.**

IMPORTANT DATES	
Opening Date for On-line Registration	**12/12/2025**
Last Date of submission of Online Application with Fee through Debit/Credit Card/UPI/Net Banking etc.	**11/01/2026**

10. INSTRUCTIONS FOR SUBMISSION OF ON-LINE APPLICATION:

General Instructions	
1.	For detailed Notification, Please refer AAI website.
2.	Please read advertisement/Notification carefully before filling up the on-line application.
3.	Before start of filling-up of application through on-line mode, the candidate should keep ready, the following details/documents: a) Valid Email ID & Mobile Number-For proper communication it is suggested to provide personal E-mail ID & Mobile No.

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	b) Scanned copy of the recent passport size colour photograph(not older than 3 months) Candidates should ensure that the same photograph is used throughout this recruitment process c) Scanned signature for uploading in the application.
4.	Category once filled by candidate in the on-line application form will not be changed.

	How to Apply
I.	Candidates should have a valid personal e-mail ID & Mobile No. and must ensure that it is active during the entire recruitment process. Application sequence number, User ID, Password and all other important communication will be sent on the same registered e-mail ID (please ensure that email sent to this mail box is not redirected to your junk/spam folder) & mobile No.
II.	Candidates should take utmost care in furnishing/providing the correct details while filling-up the on-line application. You can edit the information before submission of application. **Once the Form is submitted, it can't be edited.**
III.	Application once submitted cannot be edited /withdrawn and fee once paid will neither be refunded nor adjusted.
IV.	**The process for submitting the application is given below:**
	STEP-I Sign-Up
a.	The candidate should fill up all the desired information i.e. **Post Applied, candidate name, Email id, mobile number**, etc. correctly.
b.	Sign-up by filling-up **Post Applied; Category; Candidate Name, Mobile Number and E-Mail ID.** After clicking SUBMIT button/ tab, the candidates will receive Application Sequence No (User ID) & Password on their registered E-mail ID during Signing. Now, candidate has to Click "**Log Out**" tab (given on top right corner) and re-log in for Step-II. On completion of Step-I, Sign- Up mail will be received in candidate's registered Email ID/mobile number confirming his singed-up along with the User ID (Application Sequence No.) and password.

	Step-II (Filling-up of Application)
a.	After signed-up, candidate has to Re-login and click on "**Go to Application Form"** icon at top right corner, select his/her category and other mandatory details and complete Personal Details, Qualification Details, Upload photo/signature and submission of Fee (wherein applicable) through Online mode via Debit card, Credit cards or Internet Banking/UPI etc.
b.	**Instructions regarding scanning of Photograph and Signature:** Candidates should upload the scanned (digital) image of their photograph and signature in JPG/JPEG format as per the process given below: i. Photograph Image: • Please upload one recent passport size photograph with white background. • Size of the image should be min. 50 KB and max. 100 KB. • Image should be .jpg or .jpeg format. • Scanner dpi should be 200 dpi. • Dimension should be 3.5 cm x 4.5 cm. ii. Signature image: • The applicant has to sign on white paper with Black ink pen. The signature must be signed only by the applicant and not by any other person. Please scan the signature area only and not the entire page.

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	Please upload your recent signature: min 50 KB, max. 100 KB (Only jpeg and jpg formats). iii. **Other relevant supporting Documents:** • Please scan and upload relevant certificate(self-attested) in the online portal as per requirement(Size of files should be max 1MB) (only PDF, JPEG and JPG formats) • SSLC/Matriculation Certificate as Date of Birth Proof. • Educational Qualification Certificate in respect of post applied for including mark sheet if any. • Community/Caste (SC/ST/OBC(NCL), EWS certificate (computerized format issued by the Authorized Government/Municipal Authorities) • Domicile/Residence/Nativity Certificate (computerized format issued by the local Government/Municipal Authorities). • Income and Asset Certificate issued by a Competent Authority (Not below the rank of Tahsildar) in the format prescribed by Government of India for **EWS candidates.** • Driving License for Junior Assistant (Fire Service) (Valid Heavy Vehicle Driving License; OR Valid Medium Vehicle Driving License issued at least one year before **the date of Advertisement i.e**. 06/**12/2025;** OR Valid Light Motor Vehicle Driving License issued at least two years before **the date of Advertisement i.e. 06/12/2025.** • In case of Ex-Servicemen, scanned copy of Discharge Certificate issued by the Competent Authority, ESM ID Card and Dependency Certificate in the prescribed proforma issued by Zila/Rajya Sainik Board. • In case of PwBD candidate, Certificate of Disability in the prescribed format issued by Medical Board of Hospital State/Central Government under RPwD Act. 2016. • In case of Widow/Divorced Women/Women Judicially separated, who are not re-married the candidate has to upload original Death Certificate of Husband/Certified copy of the Court Order conveying Divorce or Judicially Separation and Affidavit the candidate has not re-married at the time of Document Verification. • Experience Certificate in the concerned discipline by concerned Deptt. • NOC (No Objection Certificate applicable to candidates working in Govt./PSU etc.) • AAI Identity card for AAI employees(applicable for AAI staff) • In case of Ex-Agniveer, Certificate issued by the Competent Authority of Armed Forces. **CLICK PREVIEW Button to view the details entered.** Please ensure that all aspects of the application and Photo/Sign/Other relevant documents are correct before submitting. Please note that you cannot Edit/Modify your application once you click SUBMIT Button.
c.	Once the application is submitted, candidates automatically will be redirected to deposit the fee through Debit Card/Credit Card/Net Banking etc.
d.	Guidelines for remittance of fee are as under (if applicable) : • Post submission, the candidate will be re-directed to make the online payment of application fee. • Kindly verify the details and make the payment for application fee via the different payment modes. • After successful payment of application fee, candidate will be redirected to his/her application form.

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e.	Technical queries/ clarifications relating to the filling up of ON-LINE APPLICATION, please feel free to contact through Helpdesk tab integrated in the Application portal or Helpdesk Number: **022-61087529** From 10.00 AM to 05.00 PM on working days.

11. **GENERAL INSTRUCTIONS:**

1. Only candidates who are Domicile of **Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland and Tripura can apply for the above posts.**

2. Candidates can apply for multiple number of posts with separate registration for each post, subject to the condition they fulfil all other eligibility criteria required for the post and deposit the fee separately for each post as applicable.

3. Before applying for the post, the candidates should ensure that he/she fulfils the eligibility and other norms mentioned in the advertisement. He/she may cross-check the information furnished in the application form before finally submitting the same as no correction would be possible later. Furnishing of wrong/false information will lead to disqualification and Airports Authority of India will not be responsible for any consequence of furnishing such wrong/false information.

4. Candidates are advised to apply online much before the closing date of application mentioned in this advertisement and not to wait till the last date to avoid the possibility of disconnection/inability/failure to log on the AAI's website on account of heavy load on internet/website jam/disconnection.

5. AAI will not take any responsibility for the candidates not being able to submit their application within the last date on account of the aforesaid reasons or for any other reason beyond the control of AAI.

6. The eligibility with respect to Age, Education Qualification and Experience etc. will be determined as on 06/12/2025.

7. Where CGPA/OGPA/DGPA/CPI etc. is awarded, the candidates will have to produce document indicating equivalent percentage of marks as per norms adopted by the Board/University/Institute at the time of document verification.

8. Where a specialization is required in the qualifying degree in the essential qualification, candidate is required to submit a certificate from the University/Institution clearly specifying the specialization in the qualifying degree.

9. The date of declaration of result/issuance of mark sheets shall be deemed to be the date of acquiring of qualification and there shall be no relaxation on this account.

10. The education and other qualification must be obtained from Govt. Recognized institutions/Universities as per statutes.

11. AAI Departmental candidates possessing recognized Degrees/Certificates as per required minimum qualification, obtained through part time/correspondence/distance education mode shall be eligible to apply.

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12. Candidates employed in Govt. Departments/PSUs/Autonomous bodies must produce No Objection Certificate (NOC) from their employer at the time of documents verification. In case, the candidate fails to produce the NOC, his/her candidature will not be considered. Other claims such as undertaking to resign in the event of selection, acknowledged copy of applied NOC/Resignation letter, Experience Certificate etc., shall not be considered in place of NOC.

13. Candidates belonging to **SC/ST** will have to produce his/her original Caste Certificate from the competent authority, along with self-attested copy of the same, at the time of physical verification of documents, falling which his/her candidature shall be cancelled & he/she will not be considered for further selection process.

14. The OBC Candidates availing reservation will have to produce **valid original OBC Certificate with "Non Creamy Layer Status" (Latest)** in the prescribed format issued by the Government of India issued during FY 2025-26 along with self-attested copy of the same at the time of document verification failing which his/her candidature shall be cancelled and he/she will not be considered for further selection process. A declaration shall also be submitted by the candidate before his/her appointment that he/she does not belong to the Creamy layer of OBC. OBC(Non-Creamy Layer) Certificate for admission to educational purposes will not be considered.

15. EWS certificate: Candidates applying against vacancies reserved for EWS category should note that they have to submit the EWS certificate (Income and Asset Certificate) valid for FY 2025-26 in the prescribed format of Government of India issued by the concerned Competent Authority so as to prove that they belong to EWS category at the time of documents verification.

16. Candidates belonging to PwBD category shall have to produce the original copy of Disability Certificate with benchmark disability percentage, issued by the Medical Board constituted by the Central/State Government under RPwD Act. 2016 at the time of documents verification.

17. **In case of Ex-Servicemen,** the candidate shall have to produce original Discharge Certificate and Form of Undertaking (Annexure III) at the time of document verification.

18. **In Case of Ex-Agniveers,** the candidate who have successfully completed **four years** of engagement with the Armed Force should upload scanned copy of Ex-Angniveer Certificate issued by Armed Forces and produce the original Ex-Agniveer Certificate at the time of physical verification of documents, failing which his/her candidature shall be cancelled.

19. **In case of Widows/Divorced Women/Women Judicially Separated, who are not remarried,** the candidate has to produce the original death certificate of husband or certified copy of the court order conveying divorce/judicial separation, and affidavit that the candidate has not remarried at the time of document verification.

20. **In case of Persons with Benchmark Disability (PwBD/Differently Abled Persons**; the said applicant should upload the scanned copy of percentage of benchmark disability certificate issued by the Medical Board constituted by the Central/State Government under RPwD Act.2016. In case of PwBD Candidates in the category of Blindness/Locomotors disability (both arm affected-BA), Cerebral Palsy, the facility of scribe shall be given if so desired by the Candidate.

    a. In case of remaining categories of persons with benchmark disabilities (PwBD), the provision of scribe can be allowed on production of a certificate to the effect that the

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person concerned has physical limitation to write and scribe is essential to write the examination/Computer Based Test on his/her behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government Health Care Institution as per attached proforma (Annexure-I).

b. The candidate have the discretion of opting for his own scribe or to avail the facility of scribe provided by the Examining Body. Appropriate choice in this regard will have to be given by the candidate in the online application form. In case, the candidate opts for his own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking the examination. The scribe arranged by the candidate should not be a candidate/applicant for the examination against the recruitment notification. The candidates with Benchmark Disabilities (PwBD) opting for own scribe/reader shall be required to submit details of the own scribe at the time of Computer Based Test (CBT) as per attached proforma (Annexure-II). In addition, the scribe has to produce a valid ID proof in original at the time of examination. A photocopy of the ID proof of the scribe signed by the candidate as well as the scribe will be submitted along with proforma at Annexure-II. If subsequently it is found that the qualification of the scribe is not as declared by the candidate, then the candidate shall forfeit his right to the post and claims relating thereto. The PwBD candidates who have availed the facility of scribes/passage reader and/or compensatory time must produce relevant documents for the eligibility of scribe/compensatory time at the time of Document Verification.

c. Maximum Compensatory time of 20 minutes per hour of examination shall be allowed for Candidates with Benchmark Disability who are allowed to use of scribe. All the candidates with benchmark disabilities who are eligible for availing the facility of scribe in term of guidelines may be allowed additional time of minimum of one hour for examination of 3 hours duration whether they use the facility of scribe or not. **Therefore, 40 minutes of extra time will be provided since the test is of two hours durations**.

21. Domicile Certificate should be submitted in the prescribed format of the concerned state.

22. All the certificates including experience certificate issued by the Competent Authority should be in English. Documents other than English, transcript of the same duly attested by gazetted officer or Notary is to be submitted.

23. During Documents Verification process, the candidate will have to produce Original Certificates including Experience certificate (as applicable) along with a proof of identity and one set of self-attested photocopies of all the Certificates. If the identity of the candidate is in doubt or he/she is not able to produce the requisite documents or there is mismatch of information in the documents, his/her candidature will be rejected. No additional time will be given for producing original documents.

24. Selection of candidates shall be provisional, subject to verification of documents relating to eligibility criteria, Character and Antecedents/background check, Domicile certificate, Caste certificate/Other Backward Classes(Non-Creamy Layer Certificate)/EWS Certificate, Experience Certificate, Valid Driving License, Apprenticeship Certificate issued by AAI (if any) and other documents as submitted by the candidate and is also subject to his/her meeting the requisite medical standards for the post and other requirements applicable for appointments under the rules of AAI.

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25. Candidature of the registered candidates is liable to be rejected at any stage of recruitment process or after recruitment or joining if any information provided by the candidate is found false or is not found in conformity with eligibility criteria mentioned in the advertisement. AAI may take legal action as deemed fit against such candidates.

26. The decision of AAI Management/Selection Committee in all matters including the eligibility criteria, acceptance or rejection of applications, mode of selection to the post etc. and any other matter relating to the recruitment shall be final and binding on all candidates.

27. The decision of the Selection Committee is not liable for challenge and same shall stand final and binding on each candidate.

28. Mere fulfilling of the minimum qualifications, will not vest any right on candidates for being called for exam. No interim correspondence will be entertained.

29. The candidates have to appear for the computer based/online examination and other selection process at their own expenses. No TA/DA will be paid by AAI for these tests.

30. The Admit Cards for online tests (CBT) and call letters to be issued to the candidates are purely provisional. However, in case any ineligible candidate has been issued admit card and has appeared in the On-line examination/test etc. or allowed to join Airports Authority of India, his/her candidature will automatically be treated as cancelled at any stage of the recruitment/service in Airports Authority of India on grounds of his/her in-eligibility.

31. Airports Authority of India reserves the right to increase or decrease the vacancies depending upon future requirements. AAI reserves the right to modify/restrict/cancel the recruitment process, if need so arises, without issuing any further notice or assigning any reasons thereof. The decision of the AAI Management will be final and no appeal shall be entertained in this regard.

32. AIRPORTS AUTHORITY OF INDIA reserves the right to fix the standard and specifications for screening and calling the number of candidates for computer based online exam and other selection process and also to change the Examination Centre on the basis of any other norms decided at a later date.

33. Candidates are advised not to respond to unscrupulous advertisements appearing in any newspaper/websites/mobile apps etc. For authenticity of any information, candidates may visit detailed advertisement available on AAI website www.aai.aero only.

34. Please do visit your e-mail account and AAI website regularly for any further updates.

35. Further notifications/corrigendum in this regard, if any, will be put up on Airports Authority of India website www.aai.aero only.

36. Incomplete application will be summarily rejected.

37. Selected candidates are liable to be posted anywhere in India.

38. Canvassing in any manner and bringing outside influence shall make the candidature liable for rejection.

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39. AAI will not bear any liability on account of salary/leave salary/pension contribution etc. if any, of previous employment of any candidate already working in Central Government/State Government/Autonomous Body/Public Sector Undertaking.

40. Airports Authority of India will have full discretion to fix minimum qualifying marks and other eligibility criteria.

41. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Guwahati and Courts/Tribunals/Forums at Guwahati only shall have sole and exclusive jurisdiction to try any cause/dispute. Court of jurisdiction for any dispute will be at Guwahati.

42. In case of any dispute, English Version of the advertisement published in AAI website and communication will be treated as valid.

12. Pay Protection to Employees Inducted in AAI through Direct Recruitment

a) The employees who have been recruited in AAI w.e.f. recruitment advertisement of 2015 onwards through Direct Recruitment (DR) from other CPSEs/State PSUs/Govt. Dept. through proper channel, pay protection will be given as per DPE Guidelines.

b) Pay protection will be provided to employees who are coming from other CPSEs/State PSUs/Govt. Dept. immediately before joining Airports Authority of India.

13. ACTION AGAINST MISCONDUCT:

(i) The candidates are advised to furnish correct information and should not provide any documents/information that are false, tampered, fabricated or should not suppress any material information while filling up the "on-line" application.

(ii) At any stage of recruitment or later, if a candidate is found guilty of any misconduct such as:

a) Impersonating or procuring impersonation by any person; or
b) Resorting to any irregular means in connection with his/her candidature during the selection process; or
c) Canvassing in any form/Using undue influence for his/her candidature by any means; or
d) Submitting of false certificate/documents/information or suppressing any information at any stage; or
e) Giving wrong information regarding his/her category (SC/ST/OBC(NCL)/EWS/PWD/Ex-Servicemen/Ex-Agniveer, AAI apprentice) while appearing in the examination or thereafter, his/her candidature will be summarily rejected and will be terminated from service, apart from initiating any other action or taking legal recourse as deemed fit.

14. CENTERS FOR COMPUTER BASED TEST (CBT):

The Computer Based (online) examination will be conducted in venues across test centres in North Eastern Region. Tentatively, the cities of examination may be **Guwahati, Dibrugarh, Silchar, Naharlagun, Kohima, Agartala, Imphal, Aizwal and Shillong.**

(i) Any request for change of date, time and venue for online examination and other test will not be entertained. No request for change of center for Examination shall be entertained.

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(ii) AAI-NER/Test Administrators, however, reserves the right to cancel any of the Examination Centres and/or add some other Centers, at its discretion, depending upon the response, administrative feasibility etc.

(iii) AAI-NER/Test Administrators, also reserves the right to allot the candidate to any centre other than the one he/she has opted for.

(iv) Candidate will appear for the examination at an Examination Centre at his/her own risk and expenses and AAI-NER will not be responsible for any injury or losses etc. of any nature.

(v) Objective Type Online Examination (Computer Based Test) will be conducted for the post. There will not be any negative mark for wrong answer attempted by the candidates.

(vi) An unruly behaviour by any candidate in the examination hall may result in cancellation of his/her candidature/disqualification from this exam and also from future exams conducted by AAI.

15. **E-ADMIT CARD/CALL LETTERS:**

The E-Admit Card/Call letter indicating particulars of the Candidate i.e. Name, Date of Birth, Category/Community, Sub-Category, Uploaded Signature, Photograph, Venue of Test & Address, Test Date & Time, Duration, Scheme, Instructions to Candidate, etc. shall be intimated to registered E-Mail ID and Mobile No of candidate for downloading.

An eligible candidate should download his/her E-Admit Card/Call letter from the AAI website by entering his/her details i.e. Login ID(Application Sequence Number) and Password. **No printed copy of the E-Admit Card/Call Letter will be sent by post/courier.** All general information shall be provided through AAI website.

16. **ANNOUNCEMENTS**:

All further announcements pertaining to recruitment process will only be published/provided at AAI website www.aai.aero under tab **"CAREERS"** from time to time.
Please do visit your E-Mail account and AAI website regularly for any further updates.

17. **DISCLAIMER**

On-line Application validation rules and design are based on recruitment Advertisement (Advt. 01/2025/DR/NER) published in AAI website www.aai.aero under tab "CAREER." However, candidates are advised to read the recruitment advertisement/notification carefully and should ensure that he/she fulfils eligibility criteria as mentioned in advertisement before applying online. The application submitted through on-line form does not imply that candidate has fulfilled all the criteria given in the advertisement. Your candidature in the whole recruitment/selection process is 'PURELY PROVISIONAL" pending scrutiny of your eligibility as mentioned in the Advertisement (ADVT. No.01/2025/DR/NER) for the post applied at later stages of recruitment/selection process. In case, it is found that the candidate does not fulfil the eligibility criteria as per advertisement and any information provided by the candidate is found to be false or is not in conformity with the eligibility criteria mentioned in advertisement including age, community, category, sub-category, application fee, essential educational qualification(s), experience etc., prescribed for the post, his/her candidature shall be rejected at any stage of selection process and even after appointment.

Regional Executive Director
Airports Authority of India
North Eastern Region, Guwahati

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AIRPORTS AUTHORITY OF INDIA (AAI) NORTH EASTERN REGION

Sub: Using the service of Scribe for Computer Based Test (CBT)
Ref: AAI-NER Recruitment Advt. No.01/2025/DR/NER

Guidelines for using service of scribe for Computer Based Test (CBT)
(Refer Clause 20 (a), (b) and (c) of Advt. Notification)

1. Scribe facility will be permitted to persons with Benchmark Disabilities (PwBD) as defined under Section 2 (r) of the RPwD Act. 2016. In case of Persons with Benchmark Disabilities (PwBD) in the Category of blindness, locomotor disabilities (both arm affected-BA) and cerebral palsy persons, who are unable to write themselves can avail the assistance of a scribe for writing/typing replies on their behalf. **Candidates have to arrange scribes of their own at their own expenses.**

2. In other category of PwBDs, the provision of scribe will be permitted only on production of certificate from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government Health Care Institution to the effect that the person concerned has physical limitation to type/write and scribe is essential to appear for online Computer Based Test (CBT) on his/her behalf. Certificate issued shall be as per proforma at **Annexure-I**

3. The qualification of the scribe intended to be used by the candidate should be one step below the qualification of the candidate taking examination and the candidate should submit details of the scribe as per proforma at **Annexure-II**

4. The candidate must produce medical proof of disability in original issued by the competent medical authority at the test Centre.

5. The candidate shall submit any one of the following valid identity proofs of the scribe in original along with a photocopy a the test Centre:
   a) Passport
   b) Driving License
   c) Electoral Photo Identification Card
   d) Aadhaar Card

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Annexure-I

Certificate regarding physical limitation in an examinee for Computer Based Test (CBT).

This is to certify that; I have examined Mr/Ms/Mrs _____ (name of the candidate with disability), a person with _____ (nature and percentage of disability as mentioned in the certificate of disability), S/o/D/o _____ a resident of _____ (Village/District/State) and to state that he/she has physical limitation which hampers his/her writing/Typing capabilities owing to his/her disability.

Signature
Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government health care institution

Name & Designation.

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

Note: Certificate should be given by a specialist of the relevant stream/disability (eg. Visual impairment-Ophthalmologist, Locomotor disability-Orthopaedic specialist/PMR).

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Annexure-II

Letter of Undertaking for Using Own Scribe

I _____, a candidate with _____ (name of the disability) appearing for the Computer Based Test to the post of _____ bearing Roll No. _____ at _____ (name of the centre) in the District _____ and State of_____ (Name of the State) on_____(Date).

My qualification is _____.

I do hereby state that _____ (name of the scribe) will provide the service of the scribe/reader/lab assistant for the undersigned for taking the aforesaid examination.

I do hereby undertake that his/her qualification is _____ . In case, subsequently it is found that his qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the Candidate with Disability)

Place:

Date:

Affix here Photograph of Scribe

ID proof of the scribe

Document name _____
Self-attested Copy attached: Yes/No

I declare that my qualification is _____ and don't have equal/higher qualification than that of the candidate mentioned above.

Signature of the scribe in the presence of the invigilator:

Signature of the exam Invigilator:

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Annexure-III

UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN

I _____ bearing Roll No. _____ , appearing for the Document Verification of the _____ Examination, 20_____ do hereby undertake that:

(a) I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Re-employment in Central Civil Services and Posts Rules, 1979, as amended from time to time.

(b) I have not joined the Government job on civil side(including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.) in Group-'C' and 'D' posts on regular basis after availing of the benefits of reservation given to ex-serviceman for re-employment;

OR

(c) I have availed the benefit of reservation as Ex-serviceman for securing Government job on civil side. I have joined as _____ on _____ in the Office of _____ I hereby undertake that I have submitted the self-declaration/undertaking to my current employer about date wise detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment;

OR

(d) I have availed the benefit of reservation as Ex-Serviceman for securing Government job on civil side. I have joined as _____ on _____ in the office of _____. Therefore, I am eligible for age-relaxation only;

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/appointment is liable to be cancelled/terminated.

Signature: _____

Name : _____

Roll No: _____

Date: _____

Date of appointment in Armed Forces: _____

Date of Discharge: _____

Last Unit/Corps: _____