

No. A- I2024/01/2016-R Cell (pt)  
Government of India  
Ministry of Civil Aviation  
Directorate General of Civil Aviation

Opp. Safdarjung Airport,  
Aurobindo Marg, New Delhi – 110 003,  
Dated: June 15<sup>th</sup>, 2017

### VACANCY CIRCULAR

Subject:- Filling up of the posts of Senior Flight Operations Inspectors (Aeroplane), Senior Flight Operations Inspectors (Helicopter) and Flight Operations Inspectors (Aeroplane) on contract basis in the Directorate General of Civil Aviation.

Applications are invited from Indian Nationals to fill up the following posts on contract basis for a period upto 30<sup>th</sup> June, 2020 or till the posts are filled up on regular basis or until further order(s), whichever is earlier, as detailed below:

- 1) Senior Flight Operations Inspector (Aeroplane): The total minimum emoluments at the beginning of the pay scale will be Rs 5,91,100/- (approx.) per month including allowances as are admissible for this post.
- 2) Senior Flight Operations Inspector (Helicopter): The total minimum emoluments at the beginning of the pay scale will be Rs. 2,51,100 (approx.) per month including allowance as are admissible for this post.
- 3) Flight Operations Inspector (Aeroplane): The total minimum emoluments at the beginning of the pay scale will be Rs 3, 95,626/- (approx.) per month including allowances as are admissible for this post.
- 4) In case of retired/medically unfit candidates for the post of Senior Flight Operations Inspector (Aeroplane), fixed remuneration may be as per the recommendations of the Selection Committee (Rs. 4,40,000/-per month).
- 5) In case of retired/medically unfit candidates for the post of Flight Operations Inspector (Aeroplane), fixed remuneration may be as per the recommendations of the Selection Committee (Rs. 3,80,000/-per month).

2. The application in the prescribed proforma from the eligible and interested persons are invited which should reach at Recruitment Cell, A-Block, Directorate General of Civil Aviation with NO OBJECTION CERTIFICATE from present employer, if any **latest by 30.06.2017** (applications received after the closing date or otherwise found incomplete will not be considered).




The officers should ensure that the up-to-date photocopies of Annual Performance Appraisal Reports for the last five years, a certificate from the employer(s) indicating accident free record for last 5 years attributable to his proficiency, alongwith Integrity Certificate and a statement of major/minor penalty, imposed if any, during preceding last 5 years be sent by the present employer(s), if applicable.

3. The details of eligibility of these posts are at Annexure 'A'. The Scrutiny Committee would scrutinize the applications. Only those fulfilling the requirements will be shortlisted and called for interview. The selected candidates will be required to join within the time limit prescribed in appointment order, failing which their selection shall be treated to be cancelled without any further communication and no extension shall be allowed.

4. A reserve list for the abovementioned posts will also be drawn up, depending upon the availability of suitable candidates for the respective post(s).

5. The said appointment will be as per Terms & Conditions enclosed at Annexure 'B'. The place of duty will be DGCA (Hqrs) or any of the Regional Offices of DGCA. At present the vacancies are mainly in Delhi, Mumbai and Bangalore.

Encl: As above.

  
15/06/17  
(Sunil Kumar Adlakha)  
Deputy Director

## ANNEXURE A

<i>Post</i>	<i>Tentative No of post*</i>	<i>Upper age limit**</i>	<i>Period of contract</i>	<i>Eligibility</i>
Senior Flight Operations Inspector (Aeroplane)	01	60 years	Up to 30.06.2020 or till the post(s) are filled up on regular basis or until further order, whichever is earlier.	<p>(i) Should have an Airline Transport Pilot's License issued by DGCA India with current Pilot-in-Command rating on civil air transport aircraft.</p> <p>(ii) Total experience of not less than 6,000 hours and not less than 4,000 hours as Pilot-in-Command on air transport aircraft.</p> <p>(iii) Accident free record for last 5 years attributable to his proficiency.</p> <p><i>Desirable:</i></p> <p>(i) should have held the qualification of an examiner/ instructor approved by Director General of Civil Aviation on civil air transport aircraft or qualified flight instructor rating in Category A from Defence services</p> <p>(ii) Should have an Open rating for all types of aeroplanes having all-up-weight not exceeding 5,700 kgs.</p> <p><i>NOTE: Candidates beyond the age of 63 years and upto the age of 67 years or those medically unfit may also be considered against fixed remuneration posts provided they have held ATP Licence issued by DGCA with a PIC rating on civil AT aircraft.</i></p>

\* The actual number of vacancies may vary.

\*\* The Upper age limit is relaxable for a maximum period of three years in case of qualified and deserving candidates on the recommendations of the Selection Committee.

<i>Post</i>	<i>Tentative No of post*</i>	<i>Upper age limit**</i>	<i>Period of contract</i>	<i>Eligibility</i>
Flight Operations Inspector (Aeroplane)	II	60 years	Up to 30.06.2020, or till the post(s) are filled up on regular basis or until further order, whichever is earlier.	<p>(i) Should have an Airline Transport Pilot's License issued by DGCA India with current Pilot-in-Command rating on civil air transport aircraft.</p> <p>(ii) Total experience of not less than 5,000 hours and not less than 2,000 hours as Pilot-in-Command on civil air transport Aircraft</p> <p>(iii) Accident free record for last 5 years attributable to his proficiency.</p> <p><i>Desirable:</i> Should have held the qualification of an examiner/ instructor/ check pilot approved by Director General of Civil Aviation on civil air transport aircraft or qualified flight instructor rating in Category A from Defence services.</p> <p><i>NOTE: Candidates beyond the age of 63 years and upto the age of 67 years or those medically unfit may also be considered against fixed remuneration posts provided they have held ATP Licence issued by DGCA with a PIC rating on civil AT aircraft.</i></p>

\* The actual number of vacancies may vary.

\*\* The Upper age limit is relaxable for a maximum period of three years in case of qualified and deserving candidates on the recommendations of the Selection Committee.

<i>Post</i>	<i>Tentative No of post*</i>	<i>Upper age limit**</i>	<i>Period of contract</i>	<i>Eligibility</i>
Senior Flight Operations Inspector (Helicopter)	01	60 years	Up to 30.06.2020 or till the post(s) are filled up on regular basis or until further order, whichever is earlier.	<p>1) Should have a Commercial Pilot's License (Helicopter) issued by DGCA India with current Pilot-in-Command rating.</p> <p>2) The total experience of not less than 3500 hours and not less than 1750 hours as Pilot-in Command on Helicopter.</p> <p>3) Accident free record for last 5 years attributable to his proficiency.</p> <p>Desirable:-</p> <p>(1) Should have held the qualification of an examiner/instructor approved by Director General of Civil Aviation on Civil Helicopter or qualified Flight Instructor Rating in Category A from Defence service.</p> <p>(2) Should have a CPL (H/C) with open rating for all single engine piston-type of Helicopter having an all-up weight not exceeding 1,500 Kgs.</p>

\* The actual number of vacancies may vary.

\*\* The Upper age limit is relaxable for a maximum period of three years in case of qualified and deserving candidates on the recommendations of the Selection Committee

APPLICATION TO THE FOLLOWING POSTS:

*(Separate application to be submitted for each post)*

- 1) Sn. FLIGHT OPERATIONS INSPECTOR (AEROPLANE)
- 2) FLIGHT OPERATIONS INSPECTOR (AEROPLANE)
- 3) Sn. FLIGHT OPERATIONS INSPECTOR (Helicopter)

Paste here your  
recent passport size  
photograph

POST APPLIED FOR (tick in appropriate box):

- 1) SENIOR FLIGHT OPERATIONS INSPECTOR (AEROPLANE)
- 2) FLIGHT OPERATIONS INSPECTOR (AEROPLANE)
- 3) Sn. FLIGHT OPERATIONS INSPECTOR (Helicopter)

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

PERSONAL DETAILS

S. No		
1.	Name (in Block letters)	
2.	Father's name	
3.	Address	
4.	e mail address	
5.	Tel. No	
6.	Date of birth / Age as on the date of advertisement	
7.	Nationality	
8.	Preference for posting #	I. 2. 3.

# Preference for posting shall not have any right or claim for posting at a particular place. The candidates are liable to serve anywhere in India.

9. Professional Qualification (in terms of Essential & Desirable qualifications as required for the post applied for)

A: Essential

B: Desirable

10. Professional details:

(i) ATPL No.	
(ii) Valid upto	
(iii) Type of endorsement (s) on the licence	
(iv) Type of aircrafts flown during last ten years	
(v) Last date (s) of flying	
(vi) Total Flying Hours	
(vii) Total PIC Hours	

II.

(a) Accident Free Record during last five years (if certificate enclosed, date of certificate and name of the issuing authority)

(b) Details of enforcement/administrative action taken (if any) during last five years.

12. Information about present employment (give address of employer):-

(a) Central Government	
(b) State Government	
(c) Union Territories	

(d) Autonomous Organization	
(e) Others	
I3. Total emoluments being drawn (give break up)	
I4. Period within which, you can join	
I5. Additional information, if any, which you would like to mention in support of your suitability for the post. (Enclose a separate sheet, if the space is insufficient).	
I6. Whether have ever been convicted, if so, give details	
I7. Whether any criminal case pending or under investigation against you:	
<u>DECLARATION</u>	
<p>I _____ CERTIFY THAT THE FOREGOING INFORMATION IS CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF AND NOTHING HAS BEEN CONCEALED/DISTORTED. IF AT ANY TIME I AM FOUND TO HAVE CONCEALED/DISTORTED ANY MATERIAL INFORMATION, MY APPOINTMENT SHALL BE LIABLE TO BE SUMMARILY TERMINATED WITHOUT NOTICE/COMPENSATION.</p>	
Place:	Signature of the Candidate
Dated:	



No. A-11014/01/2017-R-Cell  
Government of  
Directorate General of Civil Aviation  
Recruitment Cell

**TERMS AND CONDITIONS OF APPOINTMENT  
ON CONTRACT BASIS AS CFOI/ Dy. CFOI(A)/ Dy. CFOI(H)/ SFOI(A)/ SFOI(H)/  
FOI(A)/ FOI(H)**

The terms and conditions for the post of SFOI(A), SFOI (H) and FOI (A) on contract basis in Directorate General of Civil Aviation, Ministry of Civil Aviation, Government of India, New Delhi are as under: -

**1. TENURE**

1.1 The tenure will be for a period upto 30/06/2020 or till the post is filled up on regular basis or until further orders, whichever is earlier.

1.2. Probation: On the contact appointment, the Officers will be placed on probation for a period of three months. During probation period, the officer would be imparted requisite training including on the Job Training. During this period, the officer will have to meet the required standards of skills, knowledge, health and in the event of failure, the DGCA reserves the right to terminate the contract summarily without any notice or compensation therefor in terms of this Contract.

1.3 Performance Assessment: During the contract period, there will be periodic performance assessment by the concerned Directorate. Failure to meet the requisite standards and quality of output, DGCA may invoke various provisions including:-

- (i) A notice to improve his Performance Standards and Quality of output to the satisfaction of DGCA within prescribed period. During the Notice period, Non Flying Allowance may also be withheld, if so required.
- (ii) Any failure to achieve the requisite Performance Standards and Quality of output, the services may be terminated forthwith and amount withheld shall be forfeited.

1.4 Extension of Tenure: On completion of the tenure of appointment on contract basis, DGCA may consider the desirability of extending the same, on the basis of performance and assessment by the Competent Authority. However, completion of the period of appointment on contract basis will no confer any right for further extension, regularization, seniority, permanency or any other benefit etc. as are applicable to the regular employees of DGCA.

1.5 Termination of contract: The contract may be terminated by the officer by giving a notice of three month or three month salary in lieu of that. However, the DGCA reserves the right to reject the notice of termination by the officer in public interest or due to exigencies of work.

If the officer is allowed to terminate the service contract, he/she shall be liable to refund the cost of any training(s) along with pay and allowances received for the period of training(s).

## 2. EMOLUMENTS

2.1 The said appointment shall be in the applicable consolidated emoluments. However, the remuneration will be regulated by the statutory and other guideline, not already mentioned in this Terms and Conditions document, if so laid down by the Government. For any fraction of a month, the officer will be paid on pro rata basis (number of days taking 30 days in a month). No other allowances etc. shall be admissible except TA/DA on tour which will be as per normal rules applicable to any serving officer of equivalent rank in DGCA.

2.2 In case of the retired personnel, the emoluments will be subject to the prevailing instructions and rules of the Government of India.

2.3 The emoluments shall be paid by direct bank transfer or by any other means, as may be decided by the Government from time to time.

2.4 The Taxes as levied by the Government shall be deducted at source from the total emoluments.

2.5 In the event of completion of contract tenure or termination of the contract by the officer, apart from other demands as are due under this terms & conditions, the officer shall be required to refund/ return any dues or any item or equipment issued to him for official work. In the event of any dispute, the decision of the DGCA shall be final and binding.

## 3. NATURE AND PLACE OF DUTY

The duties and responsibilities as assigned by DGCA shall be performed. The principal place of appointment shall be the Headquarters of DGCA or any Regional Office of DGCA with a liability to serve anywhere within and outside India.

## 4. LEAVE

4.1 The officer will be entitled to 30 days privileged leave, 8 days casual leave and 10 days sick leave in a calendar year. Any un-availed leave during a calendar year shall not be carried forward to next calendar year or qualify for encashment at the end of the tenure.

4.2 The entitlement of leave may be increased or decreased in accordance with the orders of the Government of India issued from time to time.

4.3 In the event of absences on the ground of sickness beyond two consequent days, the officer shall be required to submit a medical and fitness certificate.

4.4. Privileged Leave and sick leave will be deducted for holidays also if such holidays come in between the Leave.

4.5 Any absence from duty without intimation, without a valid reason or absence for a period of more than fifteen days shall be treated as deemed termination of the contract without any notice invoking the penal clauses and Bond.

4.6 Station Leave Permission shall be mandatory before leaving the station, even on a holiday.

## 5. DEDUCTIONS

5.1 DGCA shall not be responsible for non-statutory deductions like insurance premium, EPF etc. It shall be responsibility of the incumbent.

5.2 The Officer will be responsible to deposit applicable Service Tax. The service tax deposited by the officer will be reimbursed by DGCA on quarterly basis.

## 6. CONDUCT AND DISCIPLINE

6.1 The officer shall maintain absolute integrity and devotion to duty at all times and shall not indulge in any activity which effect the functioning of DGCA or Government of India in any manner.

6.2 Being on contract service of DGCA the officer will not participate directly or indirectly in any form or manner whatsoever in trade union activities which will render hindrance in or obstacles in discharging the assigned or violates any of the Government Acts, Rules or Regulations or orders issued from time to time, he shall be liable to face due action by the authorities.

## 7. SPECIAL WORKING CONDITIONS:

7.1 The officer will be required to work in various office environment at various locations such as aerodromes, potential aerodrome sites or at accident scenes at short notice.

7.2 Foreign/ Domestic travel for work or training may include areas of adverse climatic conditions.

7.3 May be required to work at night, on weekends or for long hours in order to facilitate the certification/ surveillance process.

7.4 Working Hours shall be in accordance with the orders of the Government of India on the subject from time to time.

7.5 In addition, the officer may be required to work on extended working hours, if so required by the circumstances or exigencies of work, in public interest. For the extended hours of work, the officer shall not be entitled for any overtime allowance or compensation for the same.

7.6 During the period of his contract appointment with DGCA, the officer shall work with integrity and loyalty and conscientiously and in all respect at all times in the best public interest, and he shall not engage in any employment elsewhere.

#### 8. **BOND**

If the officer is allowed to terminate this contract, he shall be liable to refund the entire cost of any training(s) alongwith the pay and allowances received during the period of training(s).

#### 9. **CONFLICT OF INTEREST**

In case of conflict of interest in any respect, the matter shall be brought to the notice of DGCA for such action as may be considered necessary.

#### 10. **SECRECY CLAUSE**

10.1 All information, documents, drawings etc, whether in physical form or in electronic form which comes into possession of the officer during the discharge of his duties shall be of proprietary ownership of the DGCA and the officer shall not disclose the same to any person or persons or firms etc. unless required to do so in due discharge of his official duties with prior permission/ approval of DGCA.

#### 11. **GENERAL**

The officer shall ensure that all the documentation, information and credentials presented to DGCA in support of his candidature for the employment are authentic and both parties agree that in the event of the same being found false, fabricated or tampered with, the DGCA reserves its right to summarily terminate the contract/ services ex parte and taking action as per law.

**12. MODIFIATIONS TO THE CONTRACT:**

12.1 The Terms and Conditions of this contract may be altered or modified by the DGCA in public interest without any prior notice in accordance with the policy of the Government of India.

12.2 The Terms so modified shall also become a part of the contract.

12.3 Notwithstanding any terms and conditions of contract with DGCA, in the event of involvement in any kind of act which is detrimental to public safety and national security and in the event of arrest by police or any such authority for involvement in any offence, contract appointment with DGCA shall stand automatically terminated irrespective of any provisions in the Terms and Conditions.

**13. UNDERTAKING:**

I \_\_\_\_\_ Son/ \_\_\_\_\_ Daughter of  
\_\_\_\_\_, resident of  
\_\_\_\_\_ have carefully read and understood  
the above terms and conditions. I accept the same and shall abide by the same during my tenure  
in DGCA. I hereby also submit the prescribed BOND in terms of para 8 of the Terms and  
Conditions of my appointment.

(Signature of the contract officer)  
(Name)

Signature, Name & Address of Witnesses.

- 1.
- 2.

Date:  
Place:

**Bond to be executed by the contract officer.**

KNOW ALL MEN BY THESE PRESENTS THAT I..... resident  
of ..... at present employed in  
the Directorate of General of Civil Aviation, Govt. of India, as the  
..... do hereby bind myself and my heirs, executors and  
administrators to pay to the Directorate General of Civil Aviation(DGCA) on demand and  
without demur the sum in terms of para 8 of the terms and conditions together with interest  
thereon time being in force, the equivalent of the said amount from the date of due, with all  
costs between attorney and client and all charges and expenses that shall or may have been  
incurred by the Government.

AND WHEREAS for the better protection of the interests of the DGCA, I have agreed to  
execute this bond with such condition as hereunder is written;

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT in the event  
of my dissatisfactory performance or leaving without prior termination notice or any breach of  
any terms and condition of service contract, I shall forthwith pay to the DGCA, Government  
of India as may be directed by the Government on demand the said sum equivalent to the entire  
cost of any training(s) alongwith the pay and allowances received during the period of  
training(s). And upon my making such payment the above written obligation shall be void and  
no effect: otherwise it shall be and remain in full force and virtue.

Signed and dated this.....day of .....two thousand and seventeen

Signed and delivered by Sh./Smt./Ms-----

(Signature of contract officer)  
(Name)

**In presence of**

**Witness (I)**

Signature

Name

Add:

Place:

(2)