

**AIR INDIA MRO NAGPUR**

Plot No.1, Sector 9, Notified Area of SEZ, (Near Khapri Railway Station),  
MIHAN, Nagpur – 441 108.

**AIR INDIA ENGINEERING SERVICES LIMITED**  
**(A WHOLLY OWNED SUBSIDIARY OF AIR INDIA LIMITED)**

**APPLICATION FORMAT**

For Office use only				
Eligible/Not Eligible	Advert.	Roll No.	Date of Skill Test / Written Test	Remarks
(Please tick/fill up the above as applicable)				
				Authorised Signatory
To				
Human Resources Department, MRO, Nagpur, Plot No.1, Sector 9, Notified Area of SEZ, (Near Khapri Railway Station), MIHAN, Nagpur – 441 108.			Paste recent colour photograph and sign across (PASSPORT Size)	
<b>TO BE FILLED IN BY THE APPLICANT</b>				
POST (Write in Capital letters)		:	<b>ASSISTANT SUPERVISOR (FTE)</b>	
1.	Full Name (in Block letters)	:		
2.	a) Father's Name	:		
3 a)	Place of birth	:		
3 b)	Date of Birth	:		
4 a)	Address for communication	:		

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4 b)	Permanent Address	:			
4 c)	Telephone No. (Residence with STD)	:			
4 d)	Mobile	:			
4 e)	E-mail	:			
5.	Gender (Please tick whichever is applicable)	:	MALE / FEMALE / OTHERS		
6	State of Origin	:			
7	Religion	:			
8.	Age as on 01.11.2018	:	_____(Years) _____(Months) _____(Days)		
9.	Nationality :				
10 a)	Whether SC/ST/OBC/OTHERS : (Also mention sub-caste) : (indicate category to which you belong by marking "X" in the appropriate box and also mention sub-caste)				
		SC	ST	OBC	OTHERS
	Sub Caste				
	i) If SC/ST/OBC – attach copy of the caste certificate as per Central Govt. Format. ii) If OBC, furnish certificate including the "Non-Creamy layer Clause" OBC Community should be as per the Central List of OBCs published by the				
10 b)	Whether Ex-Servicemen	:	YES / NO		

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10 c)	Whether working in any Govt./Semi-Govt./ Public Sector Undertaking or autonomous body. (If “YES” enclose “No Objection Certificate”)	:	YES / NO		
(If yes, furnish details of service, position held, date of release, details of experience after release (attach copies of relevant documents))					
11.	Fluency in languages: Mark “X” in the appropriate column.				
	Languages	Read	Speak	Write	Remarks
a)	English				
b)	Hindi				
c)	Mother tongue				
d)	Others (specify)				
* indicate whether any Certificate / Language course done and the duration of the course along with copies of such certificates.					
12 a)	Educational: (Matriculation / SSC onwards)				
	Examination(s) passed (specify Degree/Diploma/ Course)	Name of the University / Institution	Date, Month and year of passing	Duration	Percentage of Marks (Class / Division)
Candidates must carry all original testimonials along with a set of photo copies of the Certificates if called for the Personal Interview (inclusive of Mark sheets, passing certificates).					

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12 b) Technical qualification / Other Qualifications				
Technical qualification	Name of the University / Institution	Date, Month and year of passing	Duration	Percentage of Marks (Class / Division)
Candidates must carry all original testimonials along with a set of photo copies of the Certificates if called for the Personal Interview (inclusive of Mark sheets, passing certificates).				

12 c) Any other training - Please attach certificate(s):

Name of the Organisation	Type of Training	Period	
		From	To

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13.	Experience :				
	Name of the Organisation	Post held	Period		Nature of job
			From	To	
14.	Particulars of Demand Draft (in favour of <b>Air India Engineering Services Limited payable at Nagpur</b> ). <b>Please note; that the DD is non-refundable</b>				
	Name & Address of the issuing bank and branch.	Date of issue	Demand Draft No.	Amount	
15.	Extra-Curricular Activities (if any):				
16.	Declaration: I hereby certify that the foregoing information is true to my knowledge and belief. I have not suppressed any material fact/information in the above statement. I am aware that, in case, I have given wrong information or suppressed any material fact or factual information, or I do not fulfill the eligibility criteria according to the advertisement, then my candidature will be rejected, engagement terminated at any time without giving any notice or reason thereof.				
17	Place / Date			Signature of the applicant	

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**List of following documents that must be attached with the application.**

(Please tick ( √ ) against the documents which are attached with the application) :

(MUST bring the following ORIGINALS for verification at the time of interview along with a set of photocopies of the same)

1.	Application Fee (Demand Draft of ₹1000/-), wherever applicable. <b>Please note; that the DD is non-refundable</b>	
2.	School Leaving Certificate	
3.	Caste Certificate in case of SC / ST / OBC candidates. Central format of Caste Certificate to be produced by OBC candidates in the prescribed format given hereunder.	
4.	Non-Creamy Layer Certificate Compulsorily – (For OBC candidates)	
5.	SSC Mark sheet and SSC Passing Certificate compulsorily	
6.	12th Std. / Pre-Degree Mark sheet and Passing Certificate	
7.	Qualification related Mark Sheets / Certificates	
8.	Discharge Certificate in case of Ex-Servicemen	
9.	Experience Certificate(s)	
10.	Any other relevant certificates, if any.	

**OBC FORMAT**

**Form of certificate to be produced by Other Backward Classes applying for appointment to posts under the Government of India.**

This is to certify that

..... Son of  
.....of  
Village.....District / Division..... in the  
..... State..... Belong to the

.....  
Community which is recognized as a Backward Class under the Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC(C), dated 10th September 1993 published in the Gazette of India Extra-Ordinary Part I, Section I, dated 13th September 1993. Shri  
.....and/or his family ordinarily reside(s) in the

.....  
District / Division of the .....State.

This is also to certify that he/she does not belong to the person/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel and Training O.M. No. 36012/22/93-Estt.(SCT), dated 8.9.93.

Seal District Magistrate Deputy Commissioner etc.

N.B. (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

(b) Where, the certificates are issued by Gazetted Officers of the union Government or State Governments, they should be in the same form but countersigned by the District . Magistrate of Deputy Commissioner (Certificate issued by Gazetted Officers and attested by District Magistrate/Deputy Commissioner are not sufficient).



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**Sub: Reimbursement of Fare to eligible SC/ST candidates- ASSISTANT SUPERVISOR (FTE)**

Eligible SC/ST candidates, not employed in Govt./Semi Govt ./Public Sector Undertaking/Autonomous Body, and residing more than 80 kms away from the test centre are eligible to get reimbursement of 2nd class to & fro rail/ bus fare by the shortest route on production of **Photocopy copy of fare, caste certificate, cheque leaf of bank account.** Such SC/ST candidates may fill in this form beforehand and attach copy of fare, caste certificate, cheque leaf. The candidate should attach this form with their application in the prescribed format to effect payment to them, if eligible for payment, in due course of time through ECS/ Money order. Incomplete application or application not attached with copy of fare, caste certificate, cheque leaf shall not be considered for reimbursement.

1. Name: \_\_\_\_\_
2. Category - SC/ST \_\_\_\_\_
3. Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Name of bank \_\_\_\_\_
5. Bank account no. \_\_\_\_\_
6. Bank IFSC No. \_\_\_\_\_
7. Whether working in Govt./Semi Govt./Public Sector Undertaking/Autonomous Body-- Yes/No
8. Distance from Residence to the Centre and back (In Km.)- \_\_\_\_\_
9. 2<sup>nd</sup> Class to &fro fare by shortest route by rail (in INR), Please give the details if travelled by train- \_\_\_\_\_
10. 2<sup>nd</sup> Class to &fro fare by shortest route by Bus (in INR), give the details if travelled by bus- \_\_\_\_\_

I state that the above information is true and correct.

Place:

Name & Signature of the candidate