

Notification No.05/KIAL/Rect/2022-23 dated 21-12-2022

**APPOINTMENTS**

**KANNUR INTERNATIONAL AIRPORT LIMITED (KIAL) REQUIRES THE FOLLOWING PERSONNEL ON CONTRACT BASIS :**

Sl No.	Name of Post	No. of Vacancies	Qualification & Experience	Upper Age limit As on 01.12.2022	Remuneration (Consolidated)
1	Company Secretary (Senior Manager level)	1	<p><b>Qualification:</b> Graduation with ACS. Preference will be given to candidates with FCS Knowledge of Malayalam is mandatory.</p> <p><b>Experience:</b> Minimum 12 years' experience as Company Secretary in addition to the finance function in a Company under the Companies Act. The selected candidate should be able to independently handle the work in a fully digital environment. At-least 6 years of post-qualification Industrial experience is desirable.</p>	<p>Maximum Age 45 years</p> <p>Age relaxation will be considered for candidates with higher qualification and experience including Ex-servicemen.</p>	<b>Negotiable</b>
2	Junior Manager (Airside Operations)	1	<p><b>Qualification:</b> Graduate in any discipline from recognized university.</p> <p><b>Experience:</b> 03 years' experience in the field of Airport Operations, preferably Airside with all the mandatory trainings. Experience with Airport Operator shall be preferred.</p>	<p>Maximum Age 35 years</p> <p>Age relaxation will be considered for candidates with higher qualification and experience including Ex-servicemen.</p> <p>Relaxation for candidates from Evictee Category: 5 years relaxation in age.</p>	<b>Rs. 38,000/- pm</b>

Sl No.	Name of Post	No. of Vacancies	Qualification & Experience	Upper Age limit As on 01.12.2022	Remuneration (Consolidated)
3	Junior Manager – Human Resources	1	<p><b>Qualification:</b> Graduate in any discipline with full time regular MBA / PGDM (two years duration) with specialization in HR.</p> <p><b>Experience:</b> 03 years' post qualification experience in reputed Companies / Airport / Airlines etc. in the HR field.</p> <p>Desirable: Handling of contractual workforce and labour compliance, knowledge of HR software / HRMS / ERP environment, any Diploma / Degree in Law.</p>	<p>Maximum Age 35 years</p> <p>Relaxation for candidates from Evictee Category: 5 years relaxation in age</p>	Rs. 38,000/- pm
4	Junior Executive – Company Secretarial	1	<p><b>Qualification:</b> Graduate with CS Executive Program. (Training / Articleship completed from ICSI)</p> <p><b>Experience:</b> Nil</p>	<p>Maximum Age 30 years</p> <p>Relaxation for candidates from Evictee Category: 5 years relaxation in age</p>	Rs. 31,000/- pm

**General Instructions to Applicants:**

1. Applications will be accepted through **online** only. Applications received in any other means will be summarily rejected except for evictee category, who have to apply online as well as submit/send a hard copy with a self-attested copy of the related LAC (Land Acquisition Certificate).
2. Only Indian Nationals can apply for the above posts.

3. Before applying for the post, the candidate should ensure that he/she fulfills the eligibility and other norms mentioned in the advertisement/ notification. The candidates are advised to ensure that the particulars furnished by them in the online application form are correct in all respects. In case it is detected at any stage of recruitment process that the candidate does not fulfill the eligibility criteria and/ or does not comply with other requirements and/or he/she has furnished any incorrect/false information or has suppressed any material fact(s), his/her candidature is liable to be rejected.
4. The eligibility of applicants with respect to age, educational qualification, experience etc. will be determined as on 01.12.2022.
5. Screening of applications will be done based on the details provided by applicants in the online application with reference to the qualification, age, experience etc. specified for the post.
6. Candidates have to upload scanned copy of their recent passport size photograph of maximum size 50 KB in jpg format.
7. The application must be submitted online on or before **5.00 pm (IST)** on **04.01.2023**. Late applications will be summarily rejected. Candidates are advised to submit applications sufficiently early to avoid last minute rush.
8. Selection process will be based on **Interview**. If the number of eligible candidates for a position is more than 50 Nos., a written test will be conducted for shortlisting candidates for the interview.
9. Shortlisted candidates will have to submit the original certificates at a prescribed stage in the selection process. During verification of these documents, if any of the data submitted through online by the candidate is found to be false or incorrect, they shall be disqualified and will not be permitted to attend further process of selection and in addition any other actions as applicable.
10. All communications, including Interview call letters / Admit card for written test (if applicable) will be only through **E-mail**. Candidates are advised to visit the website [www.kannurairport.aero/careers](http://www.kannurairport.aero/careers) regularly for updates/notices and announcements.
11. Kannur International Airport reserves the right to accept or reject any or all applications without assigning any reason thereof, at its discretion.
12. TA/DA will not be paid by Kannur International Airport to candidates for attending any tests / interview.
13. Applications of candidates attempting to influence or interfere with the selection process will be rejected summarily and he/she will be declared disqualified for future vacancies in Kannur International Airport.

14. Candidates selected for the above posts will be offered employment on contract basis initially for a period of three years during which a monthly consolidated pay will be offered.
15. Selected candidates may be posted in any department/functions of the company. They are liable to be transferred/deputed to any other department/branch/unit/subsidiary/joint venture of the company as the case may be.
16. Selected candidates shall be required to work on any shift as assigned by the Company.
17. Candidates who are eligible for evictee status as per Company's guidelines in line with the Government Order (GO (MS) No. 07/2008/Transport Dated 01/02/2008 and G.O.No 533/2015/Trans Dated 21-11-2015) shall be given relaxation in age limit, experience etc. as applicable for each category and as notified in the advertisement.
18. Candidates belonging to Evictee category are those whose house had been acquired as per terms of G.O. No.07-2008-trans dated 01-02-2008 and G.O. No 533/2015/Trans Dated 21-11-2015 during land acquisition for the construction of Kannur International Airport. Evictee category applicants should also be having LAC (Land Acquisition Certificate) either in their own name or should have direct relationship such as father/ mother/ grandparents/siblings etc.
19. Candidates belonging to Evictee Category should submit applications online and then to take print out of the application and forward the same to "The Managing Director, Kannur International Airport Ltd, Kannur International Airport P.O, Mattannur, Kannur 670708 along with the proof of eligibility (consent letter) and copy of LAC in a sealed envelope. The envelope should be super-scribed (heading to be written) as "**Application for the Post of \_\_\_\_\_ (Under Evictee Category)**".
20. The employment opportunity for LAC holders can be extended only one time and for a specific one post only.
21. During contract, both parties reserve the right to terminate the services of contract employees without assigning any reason, by giving three months' notice or three months' pay in lieu of notice period.
22. Candidates employed in Govt. Departments/PSUs/Autonomous bodies must produce "No Objection Certificate (NOC)" at the time of interview from respective employer/Government Department. In case, the candidate fails to produce the NOC, his/her candidature will not be considered for further process.
23. Management reserves the right to relax minimum eligibility standards / criteria in case of deserving/exceptional candidates and also in the absence of sufficient number of suitable candidates with required qualification / experience.

24. Decision of Kannur International Airport in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of conduct of interview, selection and any other matter relating to recruitment will be final and binding on the candidate.
25. KIAL reserves the right not to fill the vacancies, if there are no suitable candidates without issuing any further notice or assigning any reason thereof.
26. Court of jurisdiction for any dispute will be at Kannur District.
27. M/s. KITCO is the Agency engaged by Kannur International Airport to co-ordinate and to conduct the process of selection of candidates of Kannur International Airport.
28. All queries /issues regarding application submission etc. are to be addressed to KITCO only through e-mail: [kialrecruitment2019@gmail.com](mailto:kialrecruitment2019@gmail.com)

**Important Dates:**

Commencement of Online Application : 21.12.2022 - 11.00 AM (IST)  
Last date for submission of Online Application : 04.01.2023 - 5.00 PM (IST)

Sd/-  
Managing Director