

**Government of India**  
**Ministry of Civil Aviation**  
**Rajiv Gandhi Bhawan, New Delhi**

**Invitation of applications for recruitment of 01 Young Professional in  
Economic Regulation (ER) Division, Ministry of Civil Aviation**

Ministry of Civil Aviation proposes to hire one (01) Young Professional in ER Division for attending to specific and time-bound work allocation related to Air Cargo and Logistics, Aircraft Leasing and Financing, Maintenance Repair Overhaul (MRO) and Manufacturing, Competition issues, Data Analytics and Tax-related matters. Candidate with requisite qualification, expertise and experience as prescribed would be hired as Young Professional.

2. The Ministry of Civil Aviation, Government of India, invites applications from eligible candidates for Young Professional. The details including eligibility criteria, TOR etc. are available on the Ministry's website: [www.civilaviation.gov.in](http://www.civilaviation.gov.in). Last date of receipt of application is **19/06/2023 upto 5.00 P.M.** Applications received after due date and time will not be considered.

Under Secretary to the Government of India  
Ministry of Civil Aviation  
'B' Block, Rajiv Gandhi Bhawan,  
New Delhi-110003

**No. A-12023/1/2023-E R**  
**Government of India**  
**Ministry of Civil Aviation**  
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**“B” Block, Rajiv Gandhi Bhavan,**  
**Safdarjung Airport, New Delhi - 110003**

**Dated: 19<sup>th</sup> May, 2023**

**CIRCULAR**

**Subject: Invitation of applications for appointment of one (01) Young Professional in Economic Regulation (ER) Division, Ministry of Civil Aviation**

Ministry of Civil Aviation (MoCA) proposes to hire one (01) Young Professional (YP) in ER Division for attending to specific and time-bound work allocation of this Division. The ER Division, *inter alia*, handles matters related to Air Cargo and Logistics, Aircraft Leasing & Financing, Maintenance Repair Overhaul (MRO) and Manufacturing, Competition issues, Tax-related matters etc. Candidate with requisite qualification, expertise and experience as prescribed would be hired as Young Professional.

The application must clearly indicate the Category of Post applied for by each applicant. The applicants are to communicate with the addressee given below only by email. Telephone calls or other means of communication shall not be entertained.

The details of the advertisement are as follows:-

- I. Job Requirement:** As per detailed Terms of Reference at **Annex-I**.
- II. Qualification and Age Limit:** Qualification and age limit for the Category of Young Professional is given in the table below:

Category of Young Professional	Number of Post	Minimum Qualification	Age
Economic Regulation/ Finance/ Research/ Data Analytics	01	Masters' Degree in Economics/Statistics or MBA ( <b>specialization</b> in Aviation or Finance) from a reputed University/Institute or MBA with work experience in aviation sector  <b>Desirable:</b> Sound knowledge and understanding of latest data and research tools/ models and computer systems for research and data analysis.	Not exceeding 32 years

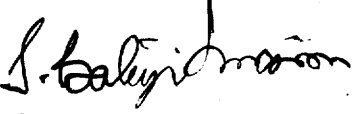
- III. Work Experience:** Minimum two years' of **full time** work experience in the areas of Economics/relevant work in Aviation industry etc.
- IV. Desirable:** Candidate with experience in working in the following areas
1. Applying latest research, techniques and business intelligence to solve practical problems in aviation domain.
  2. Developing and/or applying existing mathematical, statistical, economic or financial models to analyze data in areas of work allocated to ER Division.
  3. Interpreting data and preparation of brief reports/drawing conclusions for policy making and/or implementation.
- V. Leave:** YP shall be eligible for 12 days' casual leave for a completed period of 1 year on pro-rata basis. No remuneration for the period of absence in excess of the admissible leave will be paid to YP. Un-availed leave shall neither be carried forward to next year nor encashed. YP may also be required to attend office on Saturday/Sundays and closed holidays and

beyond normal office hours in public interest without any extra remuneration. Female YP will be considered for grant of maternity leave as per extant rules.

- VI. TA/DA:** No TA/DA shall be admissible for joining the assignment or on its completion. No other facilities such as DA, accommodation, reimbursement for phone/conveyance/ transport, foreign travel, personal staff, medical reimbursement, CGHS etc. would be admissible to the Young Professionals.
- VII. Type of appointment:** The appointment will be purely on contract basis.
- VIII. Contract Period:** Individual YP will be engaged for a period of one year, which may be extended by one year at a time (subject to the maximum tenure mentioned in these guidelines) as per the requirement and satisfactory Annual Performance Review based on clearly defined Key Performance Indicators, overall situation of requirement of YP by MoCA and availability of funds under the relevant Budget Head. The contract can be terminated by either party by giving one month's notice in advance.
- IX. Maximum Tenure:** The maximum continuous tenure of YP will be for a maximum of three years (1+1+1) subject to factors mentioned in the MoCA's guidelines.
- X. Extension beyond maximum tenure:** Extension beyond the maximum tenure mentioned above may be considered for 1 more year under exceptional circumstances with the approval of Secretary (CA).
- XI. Terms of Payment of remuneration:** The emoluments for engagement of Young Professional are to be fixed between ₹50,000/- per month to ₹56,000/- per month (all inclusive) depending upon the qualifications, expertise and work experience possessed by the candidate.
- XII. Annual Increment:** Up to 6% of the consolidated remuneration subject to satisfactory performance.
- XIII. Maximum Remuneration:** The maximum remuneration after accounting for annual increments and experience and after extension of YP with Post Graduation qualification will be about Rs. 62000.
- XIV. Basis for Evaluation:** The scrutiny of applications will be carried out by the Ministry on the basis of required and desirable qualification and past work experience of individuals. Consultancy Evaluation Committee constituted for the purpose may conduct personal interview with the shortlisted applicants in compliance with the provisions of GFR, 2017.
- XV. Guidelines for submission of the Applications:** The duly completed Application in prescribed format should be submitted so as to reach this Ministry at below mentioned address on or before **05.00 P.M.** on **19/06/2023**. Any application received after the above mentioned deadline will not be considered.
- XVI. The Department reserves its rights, as follows:** To decide to cancel this advertisement, and not to proceed in the matter, at any stage accept or reject any or all applications, without giving any explanation, whatsoever.

**2. Interested applicants may send their CV in the enclosed format (Annex-II) by email/post to the following address:-**

The Under Secretary  
Economic Regulation (ER) Division  
Ministry of Civil Aviation  
Room No. 60, 'B' Block, Rajiv Gandhi Bhawan,  
Safdarjung Airport, New Delhi-110003  
Email address:- [ersec.moca@nic.in](mailto:ersec.moca@nic.in)

  
(S. Balaji Srinivasan)  
Section Officer

**NIC Cell for uploading on the Ministry's web site.**

## ANNEX-I

### **TERMS OF REFERENCE FOR ENGAGEMENT OF 'YOUNG PROFESSIONAL' IN THE ECONOMIC REGULATION DIVISION, MINISTRY OF CIVIL AVIATION**

The service of the 'Young Professional' would be utilized in carrying out the following tasks:

1. Policy analysis, research and data analytics in areas of work allocated to the ER Division of the Ministry. This will cover aviation policies/programmes and schemes of the Government and related research, data analysis and interpretation, and business intelligence support.
2. Conduct impact assessment and other studies – conduct pilot, special and innovative interventions.
3. To provide high quality inputs in their discipline/data analysis/project management/evaluation of scheme/programme/start-up/innovation/special studies including feasibility studies/compliance supervision/training and development/implementation monitoring etc.
4. Assist in projects in diverse areas such as Economic Regulation, Air Cargo and Logistics, Aircraft Leasing and financing, Maintenance Repair Overhaul (MRO) and Manufacturing, Competition issues, Data Analytics, and Tax-related matters. Study the impact of policy interventions and global developments on various aviation sub-sectors in India.
5. Assist in various aspects of the research process, including literature review, data collection, data analysis, preparing presentations, and writing briefs. There will be opportunities to independently develop research ideas in the aviation sector.
6. Preparation of position papers and power point presentations on the aviation sector, or its sub-sectors, giving current snapshot and future outlook. These would, inter alia, draw upon detailed analysis of data pertaining to the aviation sector and writing reports thereon, modelling and forecasting based on data.
7. Provide strategy and policy consultation for planning and working on actionables as prioritized by the Ministry of Civil Aviation.
8. Financial analysis of viability of operations of carriers and other entities in the aviation sector.
9. Analysis of competition issues, including inter alia, competitive/ uncompetitive prices, charges, tariffs in the sector and developing regulatory models.
10. Any other task that may be assigned from time to time by Senior Economic Advisor, Ministry of Civil Aviation.
11. This is full time assignment. The Young Professional shall be provided necessary facilities of office space/ equipment in the premises of Rajiv Gandhi Bhavan, New Delhi. Office timings of Ministry of Civil Aviation shall be applicable.

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**ANNEX-II**

**Application Format for recruitment of Young Professional in the  
Economic Regulation Division, Ministry of Civil Aviation**

Affix recent  
passport size  
photograph

1. Name:
2. Father's Name:
3. Date of Birth:
4. Domicile:
5. Nationality:
6. Mailing Particulars:

Postal / Current Address	Permanent Address	Phone / Mobile	e-Mail ID

7. Educational Qualification: (*Scanned copy needs to be attached*)

S. No.	Course	Subject	University / Institute	Year of Passing	Division / Class

8. Desirable Qualification, if any: (*Scanned copy needs to be attached*)

9. Work Experience: (*Scanned copy needs to be attached*)

S. No.	Organization / Institute	Period from-to	Nature of work	Remarks

10. References (Name, Address, Phone, email ID to be given):

S. No.	Name	Address	Phone / Mobile	e-Mail ID
(i)				
(ii)				

11. Additional information about work experience, nature of work etc. may be furnished separately as attachment.

Signature of the Candidate

Place:

Date: