

**APPLICATION FORM**

**For Office Use Only**

<b>ROLL NO :</b> _____	<b>ELIGIBLE</b> / <b>NOT-ELIGIBLE</b>
_____	
<b>Authorized signatory</b>	

**FORMAT OF APPLICATION**

To,

**Air India Limited  
Northern Region  
Delhi.**

Paste Recent  
Colour  
Photograph &  
sign across

**POST APPLIED FOR : Customer Service Agent** (Fixed Term Contract of 5 years)

1 Full Name : ( *In BLOCK letters* )

\_\_\_\_\_

2 Father's Name : \_\_\_\_\_

3. Date of Birth : (DD / MM / YYYY) \_\_\_\_\_

4. Place and State of Birth : \_\_\_\_\_

5. Mailing Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Pin Code \_\_\_\_\_

a) Telephone No. : Resi (with STD Code): \_\_\_\_\_

b) Mobile : \_\_\_\_\_ Alternate Mobile No. \_\_\_\_\_

c) Email Id : \_\_\_\_\_

6. Gender : Male \_\_\_\_\_ Female \_\_\_\_\_

7. Marital Status : Mark (✓) in appropriate box.)

Unmarried	Married	Divorcee	Widow (er)	Separated

8. Nationality : \_\_\_\_\_ Religion : \_\_\_\_\_

9. a) Whether SC / ST / OBC / GENERAL : (Indicate Category to which you belong by marking (✓) in the appropriate box.)

SC	ST	OBC	GENERAL

b) Whether working in any Govt : Yes \_\_\_\_\_  
 Semi-Govt. / Public Sector  
 Undertaking or autonomous body No \_\_\_\_\_  
 If "Yes", enclose "No Objection Certificate"

10. Educational Qualifications: (Matriculation onwards)

Examination(s) Passed (Specify Degree / Diploma / Course)	Name of the University / Institution	Date, Month & Year of Passing	Duration	Percentage of marks (Class / Division)
10th (SSC)				
12th (HSC or Pre- Degree)				
Graduation				
Any other (specify )				

11. Work Experience in any Airline/Reputed Travel Agency etc:

Organization	Post Held	Period of Service		Nature of Job
		From	To	

12. Whether possess Computer proficiency in MS Word and MS Excel - **Yes** \_\_\_\_ **No** \_\_\_\_

13. Fluency in languages: Mark (✓) in appropriate column.

Languages	Read	Speak	Write	Remarks*
a) English				
b) Hindi				
c) Local (Specify)				
d) Mother Tongue (Specify)				
e) Others (Specify)				

*\* Indicate whether any Certificate / Language Course done and the duration of the course, along with a copy of such Certificate.*

14. Particulars of \*Demand Draft (in favour of **Air India Ltd.** payable at Delhi):

Name & Address of the Issuing Bank & Branch	Date of Issue	Demand Draft No.	Amount
			<b>Rs. 1000/-</b>

\* Not applicable for SC/ ST/Ex SM

15. Relatives working in Air India Ltd /Alliance Air/Air India Charters Ltd / Air India Air Transport Services Ltd /Air India Engineers Services Ltd./Hotel Corporation of India Ltd.

Name	Designation	Company	Relationship

16. Declaration: I hereby certify that the foregoing information is correct to the best of my knowledge and belief. I have not suppressed any material fact or factual 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 / services terminated without giving any notice or reasons thereof.**

Place : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
(Signature of applicant)

**List of following Documents (copy) to be attached with the Application :**

**(Please also bring all ORIGINALS for verification only)**

i)	Demand Draft, wherever applicable (Not applicable to SC,ST & Ex-SM)	
ii)	10 <sup>th</sup> Passing/Matriculation Pass Certificate with Marksheets.	
iii)	12th Passing Certificate with Marksheets	
iv)	Graduation Certificate or Provisional Certificate	
v)	Any other Certificate (IATA , etc.)	
vi)	Caste Certificate in case of SC / ST / OBC candidates	
vii)	Discharge Certificate (In case of Ex-serviceman)	
vii)	Experience Certificate	
viii)	EWS Certificate( if applicable)	
ix)	2 passport size photographs	
x)	Aadhar Card / PAN Card	

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