

एआई एसेट्स होल्डिंग लिमिटेड
AI ASSETS HOLDING LIMITED

Advertisement for the post of Chief Financial Officer

1. AI Assets Holding Limited (AIAHL) established under the Companies Act, 2013 having its registered office at 2nd Floor, AI Admin Building, Safdarjung Airport, New Delhi -110003 is a 100% Government of India PSU Company incorporated in January 2018 as a Special Purpose Vehicle (SPV) formed by the Govt. of India for the purpose of disinvestment of Air India Limited, incorporated mainly to acquire from Air India i) shares held in identified Air India subsidiaries, ii) non-core non-operational assets, iii) identified immovable properties iv) monetization from sale/disposal of identified assets, v) manage the four subsidiaries of AIAHL.
2. AIAHL invites applications from the eligible candidates for filling up the following post:

S.NO.	POST	NO. OF VACANCIES	PLACE OF POSTING	Monthly SALARY & EMOLUMENTS (Cost to Company)
1.	CHIEF FINANCIAL OFFICER	01	Delhi	Total Monthly Salary & Allowances of Rs.1,50,000/- i. Salary -Rs.1,20,000/- + ii. Allowances - Rs.30,000/- (Out of Pocket taxable allowances fuel transport & telephone) iii. Annual increment @3% p.a. on the Salary Amount at i. above

3. The eligibility criteria and other details are as under:
 - a. **Qualification:** Qualified Chartered Accountant from the Institute of Chartered Accountants of India OR Cost Accountant from Institute of Cost Accountants of India. Should be a member of the Institute of Chartered Accountant of India or a member of the Cost & Works Accountants of India.
 - b. **Experience:** 10 Years post qualification experience in Maintenance of Accounts, Budgetary Control, Final Accounts, Expenditure Accounting, Revenue Account Statutory Compliance, Auditing and Taxation matters, Working Capital management, Financial Planning etc. The Candidate with working experience of having worked in a Government/PSU organization

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working experience environment, will be given preference. Out of 10 years experience, 02 years should be in senior position as per detail given below:-

- Candidates from Central/State PSE working at the level of E-6 and above.
- Candidates from Private sector listed companies working not more than 2 level below CEO/Head of Institution.

Age: Maximum 62 years as on the date of notification.

Job Description: The post carries the duties and responsibilities as under:

Overall In-charge of all the Financial Activities of the Company viz.

- a) Duties and Responsibilities as overall in charge of all the financial activities of the Company viz. Expenditure Accounting, Revenue on PAN India basis.
- b) Statutory Compliance w.r.t GST, PT, TDS, PF, ESIC, Gratuity, DGFT etc.
- c) Facilitating/ Completing Statutory Audit/ CAG Audit/Cost Audit/ Audit/ Internal Audit/Tax Audit within the time limits stipulated by law.
- d) Implementing Internal Financial Control on PAN India basis.
- e) Execution/ Implementation of Risk Management policy.
- f) Working Capital Management, Financial Planning and Forecasting.
- g) Preparing Reports as and when required by Higher Authority i.e CEO/Board.
- h) Ensuring Compliance of Audit Committee Meetings.
- i) Compliance with DPE Guidelines (as applicable to PSU/CPSE).
- j) Coordinating with outside Authorities such as DPE/Ministry of Civil Aviation/GST/Income Tax or any other authorities.
- k) Taking note of observations of Internal Auditors, Statutory Auditors, and Comptroller & Auditor General of India and taking corrective action thereafter from time to time.
- l) Working on IATA platform, GeM, TReDS.
- m) Timely Reconciliations, MIS etc.
- n) Physical verification of fixed Assets.
- o) Preparations of Quarterly/Half Yearly/ Annual Accounts of the Company.
- p) Any other allied job related to Finance.

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The position would report to the CMD of the company.

Selection procedure: Selection procedure involves personal interview of the candidates who prima facie meets eligibility criteria & Pre-Employment Medical Examination.

The Candidates will have to bear the cost of Pre-Employment Medical Examination and any additional tests, if required, the additional cost thereof will also have to be borne by the candidate.

Fixed Term Employment Contract: The selected candidate will be appointed on a Fixed Term Employment Contract for a period of 03 (Three) years extendable by another (02) years, subject to candidate's age not exceeding 65 years, based on performance of the Company. The tenure can be extended or curtailed as per the requirements during the period of contract, and/or in the event of unsatisfactory performance.

How to Apply:-

Candidates who wish to apply are advised to print the Application Format attached below, fill it and send the application by Post/Speed post/Courier at following address in an envelope that must be super scribed with the post:

Post Applied for: CHIEF FINANCIAL OFFICER (CFO)

Manager (HR & Admn)
AI ASSETS HOLDING LIMITED,
Room No 204,
AI Administration Building,
Safdarjung Airport,
New Delhi – 110003

The last date of receipt of application is 1700 hours on 2nd June, 2026 on the above address. Applications received after the last date will not be entertained.

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Any extension in the last date for submission of the applications receipt in AIAHL shall be notified only on the AIAHL & on the websites of its subsidiaries.

Applications received late/incomplete/mutilated or without any of the supporting documents regarding eligibility criteria, will be rejected. AIAHL will not be responsible for any postal delay/loss of any document during transit.

Applicants serving in Government/Semi-Government/Public Sector Undertakings should apply through proper channel and also submit NOC from their present employer prior to interview.

Management reserves the right to change in above schedule/conditions, based on requirements.

Candidates are required to submit following documents with the application:-

i) A duly filled in Application Form in the prescribed format which is available on Website of www.aiahl.in www.aiesl.in www.aiasl.in www.allianceair.in www.centaurhotels.com

ii) A recent passport size photograph pasted in the space provided in the Application Format.

iii) One set of photocopies of supporting testimonials for date of birth, caste, qualification, experience etc. will be required to be submitted with the application. In case copies of required documents/certificates are not submitted with the application, the application will be rejected. Original certificates will be required at the time of Interview.

iv) If the candidate is working in private sector, he is required to submit a certificate from the existing employer that the post held by him is not more than 2 levels below the post of CEO.

Canvassing in any form will disqualify the candidate.

APPLICATION FORM-AIAHL

Name of the post applied for CHIEF FINANCIAL OFFICER

(a) Applicant's Name: _____

(b) Address for communication: _____

1. Telephone No: Office.....Residence.....

2. Mobile No. _____

3. E-Mail Id _____

4. Date of Birth (DD/MM/YY), Age as on the date of Notification (Years/Months/Days)

5. Gender: Male Female Transgender

6. Educational/Professional Qualifications:

Sl. No.	Qualification*	Name of Institution/ University	Duration of the Course	Whether Full-Time or otherwise (Please mention, if applicable)
1	2	3	4	5

* Should be exactly as per Degree/ Diploma issued by the university.

7. Positions held (in support of the total requisite experience)

Sl. No.	Complete Designation*	Name of the Organization	Pay scale	Period		Brief Job Profile
1	2	3	4	5		6
				From	To	

*The positions should be indicated in order of the most recent assignment

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8. In case of Private Sector candidate, certificate from the employer that the post held is not more than three (02) level below the post of CEO, at least for the period of two years is required to be attached.

9. (a) Whether any penalty/punishment was awarded to the applicant during the last 10 years.

If yes, the details thereof i) Civil /Criminal

Yes	No
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ii) Departmental Enquiry

Yes	No
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(b) Whether any civil or criminal action or enquiry is going on against the applicant as far as his / her knowledge goes

If yes, the details hereof i) Civil /Criminal

Yes	No
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ii) Departmental Enquiry

Yes	No
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10. Whether SC/ST/OBC/GEN/OTHERS

I certify that the details furnished above by me are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

Note:

1. Please attach a write-up, **not exceeding 400 words**, in support of your candidature, for reference at the time of interview.
2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e. in footnotes or on a separate attachment.