

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE PUBLIC SERVICE COMMISSION REGULATIONS

Department: Civil Aviation
Post: Principal Aviation Security Officer
Salary: Rs 19,025 x 450 – 19,475 x 600 – 20,675 x 750 – 29,675 x 900 – 31,475 (03 42 59)

Effective Date: 14 October 2014

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Senior Aviation Security Officer who reckon at least four years' service in a substantive capacity in the grade and who –

- (i) possess effective interpersonal, communication and organising skills; and
- (ii) have the ability to lead and motivate a team of officers.

Note

Principal Aviation Security Officers will be required to follow such theoretical or practical training courses, locally or abroad, as may be approved and arranged.

Role and Responsibilities: To be responsible for the effective and efficient running of the Aviation Permit and Patrol Section and outstations.

- Duties:**
1. To ensure the proper functioning of the Aviation Permit and Patrol Section and outstations.
 2. To issue appropriate instructions to Aviation Security Officers and Senior Aviation Security Officers, including instructions for issue of Aviation Security Identification Card (ASIC) (permanent, temporary and provisional).
 3. To be responsible for the effective manning of permit offices and gate posts falling under his responsibility.
 4. To assist during emergencies at the airport and outstations.
 5. To be responsible for the training of technical staff.
 6. To ensure timely replenishment of consumables for the issue of ASIC.

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CERTIFIED CORRECT

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S. Chandrasekaran
for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

14 October 2014

Date.....



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-2-

7. To use ICT in the performance of his duties.
8. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Principal Aviation Security Officer in the roles ascribed to him.

Note

Principal Aviation Security Officers may be required to work outside normal working hours including Saturdays, Sundays and Public Holidays and officially declared cyclone days.



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