

RECRUITMENT-2025

MAHARASHTRA AIRPORT DEVELOPMENT COMPANY LTD.

MADC invites application from eligible candidates for the following posts. The application clearly mentioning the name of the post for which you are applying in prescribed format should reach in hard copies to the undersigned on or before 23/07/2025 on following address: -

Vice Chairman and Managing Director

Maharashtra Airport Development Company Ltd.

8th Floor, Centre-1, World Trade Centre - 1,

Cuffe Parade, Mumbai- 400 005

Tel: - 022-49212133

The Details of the post are as below-

Sr. No	Post Name	No. of Post	Pay Scale	Qualification	Approx. Age limit	Experience
1	Deputy Planner (On Regular Basis)	1	Rs 15600 – 39100 Grade pay Rs 5400 (As per 6th pay and to be revised as per 7th Pay commission)	Essential - Postgraduate in town /city/ country/ urban/ Regional Planning from an Institution or University recognized by Govt. obtained after Securing a degree in Architecture / Civil Engineering/Planning & equivalent. Desirable - Preferably well conversant with	40 years The limit may be relaxing for candidates who are already in service of Govt.	Must have at least 3 years of experience in DP preparation/ Building permission/ preparation of layout/ etc.

				software like AutoCAD, GIS, etc.		
2	Draftsman (On Regular Basis)	1	Rs 9300 – 34800 Grade pay Rs 4200 (As per 6th pay and to be revised as per 7th Pay commission)	Essential - Intermediate grade drawing or recognized Civil draftsman course/certificate in GIS drafting/ computer aided drafting and design/ (AutoCAD, GIS) or equivalent.	40 years The limit may be relaxing for candidates who are already in service of Govt.	Desirable: At least 2 years of experience in drafting software AutoCAD and GIS
3	Consultant (Tahsildar) Retd. (On contract)	1	Rs.60,000/- p.m.	1) Bachelor's degree from recognized University / Institute / equivalent	Maximum 65 years.	1.The Candidate should be retired revenue official at the rank of Tahsildar. 2.Through knowledge of Land Acquisition & Rehabilitation matters. 3.Computer knowledge and Marathi language is essential.
4	Senior Manager (Finance & Accounts) (On Regular Basis)	1	Rs.15200-39100 GP-Rs.6600 Matrix Level – S-23 (To be revised as per 7th Pay commission)	1) Possess the qualification of Chartered Accountant of India (CA) 2) Bachelor's Degree in Commerce from recognized university	Maximum 40 Years.	1) Have more than 7 years of post-qualification experience with reputed Private / Government organization. 2) Must have experience of preparation of Financials under IND AS 3) Should have experience in compliance like Companies Act, Income Tax Act, GST. 4) Should have experience of Handling various audits of the Company 5) Coordinating with banks for day-to-day Banking work. 6) Must have experience of handling team. 7) Preference will be given to the candidate having prior work experience in aviation industry. 8) Good knowledge of excel and other Ms Office software and Tally.

						<p>9) Knowledge of Marathi and Hindi Language essential.</p> <p>10) Preference would be given to candidates from Government / Public Sector.</p> <p>11) Experience in Aviation / Infrastructure sector will be an added advantage.</p>
5	Accounts Officer (On Regular Basis)	1	Rs.15200-39100 GP-Rs.5400 Matrix Level – S-20 (To be revised as per 7th Pay commission)	<p>1) Possess the qualification of Chartered Accountant of India (CA) / institute of Cost and Works accountants of India.</p> <p>Preference will be given to Chartered Accountant</p> <p>2) MBA (Finance)</p>	Maximum 45 Years.	<p>1. Have more than 5 years of post-qualification experience with reputed Private / Government organization.</p> <p>2. Must have experience of preparation of Financials under IND AS</p> <p>3. Should have experience in overall compliance like Companies Act, Income Tax Act, GST.</p> <p>4. Should have experience in various audits of the Company by assisting the auditors at various levels.</p> <p>5. Good knowledge of excel and other Ms Office software and Tally.</p> <p>6. Knowledge of Marathi and Hindi Language essential.</p> <p>7. Preference would be given to candidates from Government / Public Sector.</p> <p>Experience in Aviation/ Infrastructure sector will be an added advantage.</p>
6	Assistant Accounts Officer (On Regular Basis)	3	Rs.9300-34800 GP-Rs.4400 Matrix Level – S-15 (To be revised as per 7th Pay commission)	<p>1) B.com (3 years Duration from recognized university)</p> <p>C.A. (Intermediate) / IPCC Passed/ MBA (Finance) or M.com preferable</p>	Maximum 42 Years.	<p>1. Have more than 5 years of post-qualification experience with reputed Private / Government organization.</p> <p>2. Assist in overall compliance like Companies Act, Income Tax Act, GST.</p> <p>3. Good knowledge of excel and other Ms Office software and Tally.</p> <p>4. Knowledge of Marathi Language essential.</p> <p>5. Preference would be given to candidates from Government / Public Sector.</p>

						Experience in Aviation/ Infrastructure sector will be an added advantage.
7	Jr. Accountant (On Regular Basis)	1	Rs.9300-34800 GP-Rs.4300 Matrix Level – S-14 (To be revised as per 7th Pay commission)	1) B.com (3 years Duration from recognized university) Or Graduate C.A. (Intermediate)/ IPCC Passed/ MBA (Finance) or M.com preferable	Maximum 48 Years.	1.Have total work experience of minimum 3 years' experience with reputed Private /Government organization after obtaining above qualification. 2.Good knowledge of excel and other Ms Office software and Tally. 3.Knowledge of Marathi and Hindi Language essential. 4.Preference would be given to candidates from Government / Public Sector. 5.Experience in Aviation/ Infrastructure sector will be an added advantage
8	Assistant Engineer (Civil) (On Regular Basis)	1	Rs 9300-34800 GP 4400/- P.M. (To be revised as per 7th Pay Commission)	Full time Bachelor's Degree in Engineering (Civil) from recognized University with 1 st Class	Upper age limit of 35 years	<ul style="list-style-type: none"> •with more than 7 years of Civil Engineering in infrastructure works like building, roads/highways (flexible & rigid pavements), PEB structures •Knowledge of preparation of estimates & rate analysis well conversant in SSR and market rates analysis •Proficiency in MS Office (Word, Excel, PowerPoint,) is essential •Knowledge of latest AutoCAD will be preferred
9	Jr. Engineer (Civil) (On Contract Basis)	1	All- inclusive Rs. 45,000/- + Admissible allowances p.m. as per company policy.	Full time Bachelor's Degree B.E. (Civil) from recognized University with 1st Class or Diploma in Civil Engineering	Upper limit 30 years	<ul style="list-style-type: none"> •with more than 5 years of Civil Engineering in infrastructure works •Knowledge of preparation of estimates & rates analysis well conversant in SSR and market rates analysis •Proficiency in MS Office (Word, Excel, PowerPoint,) is essential

10	Aerodrome Regulatory Compliance Officer (On Regular Basis)	1	Rs.15600 – 39100/- Grade pay Rs.5400/- (To be revised as per 7th pay Commission)	Graduate (engineering preferred)	Upper limit 45 years	<ul style="list-style-type: none"> •With more than 7 years experience in airside/airport operations and designing and regularity compliances as supervisory role and above •ICAO/ DGCA-approved SMS training (CAR Series C Part I Appendix B), ICAO Annex 14 •Planning, conducting compliance audits, checklist-based reporting •Communication, stakeholder coordination, analytical thinking, report writing, must have excellent command on PPT and dashboard preparations •Aerodrome inspector/operations courses, Aerodrome design and Fire/rescue familiarity, GRF.
11	Asst. Executive Engineer (Civil) (On Regular Basis)	1	Rs.15600 – 39100/- Grade pay Rs.5400/- (To be revised as per 7th pay Commission)	Full time Bachelor's Degree in Engineering (Civil) from recognized University with 1 st Class Post Graduate degree will be preferred	Upper limit 45 years	<ul style="list-style-type: none"> •Minimum 10 years in Aviation projects of Runway/Airports/Building. Work experience in the Airport projects, Terminal buildings & ATC tower experience will be preferred. •Experience in design & tender procedures, quantity estimation & rate analysis, lead statement, as built drawings, billing, claim settlement and dispute resolution procedures. •Conversant with ICAO, CAR compliance & other codal requirements followed in Aviation, construction engineering or supervision. •Knowledge of AutoCAD / Primavera /SAP/STADD will be added advantage.

						<ul style="list-style-type: none"> • Good communication skills in English, Hindi & Marathi language is required
12	Asst. Engineer (Civil/Water Supply & Sewerage) (On Regular Basis)	2	Rs 9300-34800 GP 4400/- P.M. (To be revised as per 7th Pay Commission)	Full time Bachelor's Degree in Civil Engineering from a recognized University	Upper limit 35 years	<ul style="list-style-type: none"> • Minimum 7 years of experience in construction/ operation & maintenance of water supply & sewerage major infrastructure projects is must. • Conversant with MPCB, EC rules/regulations, specification and IS codes/ rules followed in water supply & sewerage Projects & Maintenance • Construction, Operation & Maintenance of Major water supply & sewerage network infrastructure works consisting of water treatment plant (WTP), sewerage treatment plant (STP), ESR, GSR, raising main etc. • Co-ordination with MPCB/ Environment/Govt. Authorities regarding NOC/compliances • Conversant with tendering procedure & contract documentation as per govt. notifications/guidelines and contract Management • Handling Auto-CAD, MS-Pro/ Primavera software, MS-office etc.
13	Asst. Manager (Airside) (On Regular Basis)	1	Rs 9300-34800 GP 4400/- P.M. (To be revised as per 7th Pay Commission)	Full time Bachelor's Degree Bachelor's Degree from recognized University	Upper limit 30 years	<ul style="list-style-type: none"> • Airport Experience of minimum 5 years in operational airport on Supervisory roles is preferred. • Relevant exposure to Airside Operations / ATC / Emergency handling / Stakeholder engagement.

						<ul style="list-style-type: none"> •Having sound knowledge of ICAO Annex – 14 and DGCA CARS and various MIS reports of Airside and issues of permits and apron management etc. •Shall be Annex -14 SMS Certified •Shall have successfully undergone GRF training. •Ready to work in / handle shifts. •Shall have LMV licensee and HMTV is an added advantage. •Shall possess Good Interpersonal Skills and have good oral and written communications skills. •Candidates conversant with Marathi language will be preferred
14	Jr. Engineer (Civil) (On Contract Basis)	1	All- inclusive Rs. 45,000/- + Admissible allowances p.m. as per company policy.	Full time Bachelor's Degree in B.E. (Civil) & Diploma in civil engineering from recognized University with 1st Class	Upper limit 30 years	<ul style="list-style-type: none"> •with more than 3 years of Civil Engineering in infrastructure works •Knowledge of preparation of estimates & rates analysis well conversant in SSR and market rates analysis •Proficiency in MS Office (Word, Excel, PowerPoint,) is essential
15	Airside Manager (On Regular Basis)	1	Rs.15600-39100 Grade Pay Rs.5400/- (To be revised as per 7th Pay Commission)	Full time Bachelor's Degree from recognized university.	Upper limit 40 years	<ul style="list-style-type: none"> •Airport Experience of minimum 7 years at operational airports on supervisory role at airside area is preferred. •Having sound knowledge of ICAO Annex-14 and DGCA CARS and various MIS reports of Airside and issues of permits and apron management, etc. •Shall be SMS Certified.

						<ul style="list-style-type: none"> • Shall have successfully undergone GRF training. • Ready to work in/handle shifts. • Shall have LMV licensee and HMTV is an added advantage • Shall possess Good Interpersonal Skills and have good oral and written communications skills. • Candidates conversant with Marathi language will be preferred
16	Chief Security Officer (On Regular Basis)	1	Rs. 15600 – 39100/- Grade Pay Rs.5400/- (To be revised as per 7th Pay Commission)	Graduation in any faculty from recognized university.	Upper limit 40 years	<ul style="list-style-type: none"> • Minimum 12 Years' experience in airport security role • Proven experience as Asst. Security Officer / Supervisor level or Police Service. • Knowledge of legal guidelines for area Security and Public Safety. • Familiarity with report writing. • Computer Knowledge is desirable. • Excellent surveillance & observation skills. • Trained in First Aid & fire fighting
17	Fire Officer (On Regular Basis)	1	Rs. 15600 – 39100/- Grade Pay Rs.5400/- (To be revised as per 7th Pay Commission)	Full time Bachelor's Degree/B. Tech Fire Safety from recognized university. and professional experience in Airport Fire Services	Upper limit 40 years	<ul style="list-style-type: none"> • Work Experience - 07 years In Fire and Safety in Aviation Sector with 05 Years of Supervisory /Managerial role in ARFF at any Airport. • Course Certificate – Having Assistant Fire Officer/Junior Fire Officer Course certificate from AAI Delhi/Kolkata Training Centre / any equivalent recognized course from private Airport operators.

						<ul style="list-style-type: none"> • Shall have successfully undergone GRF training & IOSH certificate course • Driving License- Heavy Motor Vehicle (HMV) is a Must. • Crash Fire Tender – Rosenbauer (Panther) or equivalent Operation and CFT Driving Knowledge along with experience Certificate • Shall be SMS Certified. • Physical –Physical fitness Certificate by any renowned M.B.B.S registered doctor (Minimum physical criteria: Height-Male 165 cm/ Female 157cm, Eye sight certificate, etc) shall be submitted at the time of interview. • Candidates should possess sound health & desired fitness to discharge his administrative & operational duties. • Shall possess customer centric skills, good Interpersonal Skills and have good oral and written communications skills. • Candidates conversant with Marathi language will be preferred.
18	Asst. Engineer (Civil) (On Regular Basis)	1	Rs 9300-34800 GP 4400/- P.M. (To be revised as per 7th Pay Commission)	Full time Bachelor's Degree in Civil Engineering from a recognized University	Upper limit 35 years	<ul style="list-style-type: none"> • with more than 7 years of Civil Engineering in infrastructure works like building, roads/highways (flexible & rigid pavements), PEB structures • Knowledge of preparation of estimates & rate analysis well conversant in SSR and market rates analysis

						<ul style="list-style-type: none"> •Proficiency in MS Office (Word, Excel, PowerPoint,) is essential •Knowledge of latest AutoCAD will be preferred
19	Asst. Engineer (Electrical) (On Regular Basis)	1	Rs. 9300-34800+ Grade Pay Rs. 4400 p.m. (to be revised as per 6th Pay commission) S-15 as per 7th pay	Full time Bachelor's Degree in Engineering (Electrical) from recognized University	Upper limit 45 years	<ul style="list-style-type: none"> •Minimum 7 years experience in Erection/testing & commissioning of Transformers of 11 KV/33KV/415 Volt and 415 Volt Motors/DG Sets of 100 KVA/500 KVA/1250 KVA •Operation & Maintenance experience of 33 & 11 KV Substations. •Operation & Maintenance experience of Transformers & 33 / Motors / Breakers of 11 KV and 415 Volt •Laying of underground cables/overhead lines of 415 Volt/11 KV/33 KV •Conversant with Electrical Equipment's such as Meggering/ Insulation testing of cables / Transformers/ Motors/ Breakers / LT/HT panels etc. •Earthing of Electrical all equipments. •Operations and maintenance of Street lights and High Masts. •Conversant with latest codal requirements followed in Electrical/ Construction Engineering or supervision •Candidates having work experience in Central / State Govt. / Semi Govt./ Reputed Private organisation will be preferred.

						<ul style="list-style-type: none"> •Candidate having experience in power distribution field is desirable. •Good communication skills in English, Hindi & Marathi language, knowledge of Marathi is essential.
20	Manager (Airports) (On Contract Basis)	1	All- inclusive Rs. 45,000/- + Admissible allowances p.m. as per company policy.	Full time Bachelor's Degree from recognized university	Upper limit 40 years	<ul style="list-style-type: none"> •5 years of experience in Airport/Terminal and handle VIP operations. •Proficiency in MS Office (Word, Excel, PowerPoint) is essential •Shall possess good interpersonal skill and have goods oral and written communications skill. •Candidates should be conversant in Marathi language

Apply with detailed CV on or before **Date: 23.07.2025** by **Speed Post only** to Vice Chairman and Managing Director, at the address mentioned above.

Sd/-
Vice Chairman and Managing Director
Maharashtra Airport Development Company
Ltd.

INSTRUCTIONS, GUIDELINES AND GENERAL CONDITIONS FOR THE CANDIDATES:

- i) Appointment will be made as per vacancies and requirements.
- ii) Age limit & experience as on last date of application.
- iii) All selected candidates on regular basis will be on probation for 1 year and thereafter on satisfactory performance, services will be regularized in the Company.
- iv) Other than salary, perks like leave encashment, medical insurance / LTA etc. will be as per the policy of MADC.
- v) Before filling up the application form candidates should ensure that they fulfil all eligibility criteria. MADC will take up verification of eligibility

conditions with reference to the original documents only after the candidate has qualified for interview. Their admission to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria.

- vi) The candidates will be short listed for personal interview on the basis of documents submitted. Taking into consideration the performance in the personal interview, the select list will be prepared.
- vii) Prescribed qualifications are minimum and mere possession of the same does not entitle the candidates called for interview. The candidates will be shortlisted for interview commensurate with the number of vacancies.
- viii) Knowledge of Marathi is essential.
- ix) MADC has right to recruit numbers of candidates as per requirements to respective post or to cancel this advertisement fully or partially on any ground without giving any notice at any time.
 - x) Candidates, who are working in the Government Organization/undertaking, must forward their application with the “No Objection Certificate” from his/her Head of the Department.
 - xi) Candidates must make sure that he/she is fulfilling all the required educational and experience criteria. Candidature can be cancelled at any stage, if not fulfilling the requisite criteria /conditions /qualifications.
 - xii) If any false/incorrect information furnished by the candidate is detected at any stage of recruitment process, or any other problematic issue is observed his/her candidature will be cancelled.
 - xiii) Candidate will not eligible for the appointment if he/she punished by any court in the Civil/Criminal cases. Candidate must produce the details, if he/she facing police inquiry/outstanding court matter or punishment if any; selected candidate must submit NOC from the police department at the time of appointment.
 - xiv) The decision of the Management in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
 - xv) Selected candidate appointed in MADC will have to work at any place within State of Maharashtra or elsewhere as per requirement.
 - xvi) After appointment the candidate will have to produce police verification certificate within 30 days and character certificate from the concerned police station. If the reports are found to be offensive, the said candidate will be terminated from the services without giving any intimation.
 - xvii) Candidate must remain present with their own expenses for the entire recruitment drive.
 - xviii) Candidate must be alert from the assurance of Mediator/ Thief/ Persons who claim to be belonging to MADC.
 - xix) The recruitment in MADC Ltd. is done strictly as per merit in a systemic way giving appropriate weightage to various parameters as decided by Management, provided that Management may relax conditions relating to educational qualification, experience & age in favour of candidates already in service of MADC, Govt. of Maharashtra, Govt. of India and Govt. undertaking company.
- xx) The above posts are liable to transfer anywhere in Maharashtra i.e. Projects /Airports /offices of MADC in exigency of work.
- xxi) Any canvassing by or on behalf of the candidates or to bring any outside influence with regards to their selection/recruitment shall result in disqualification of candidature.
- xxii) The candidates should submit the self-attested documents in order mentioned below-
 - a) SSC mark sheet & SSC Board Certificate.
 - b) HSC mark Sheet & Board Certificate.
 - c) Degree mark sheet & Certificate.
 - d) Post-Graduation mark sheet & Certificate.

- e) Experience Certificate.
- f) PAN Card
- g) Aadhar Card.
- h) Valid Caste Certificate if any.
- i) Detailed CV

FORMAT OF CV

1. POST APPLIED FOR:

2. GENERAL INFORMATION:

- i) Name :
- ii) Mob No. :
- iii) Email Id :
- iv) Father's name :
- v) Address for Correspondence :
- vi) Permanent Address :
- vii) Nationality :
- viii) Religion or cast (Valid Certificate if any) :
- ix) Date of Birth :
- x) Mother Tongue :
- xi) Language Known :

3. EDUCATIONAL QUALIFICATION:

(Starting from SSC/Board to highest)

4. MEMBERSHIP OF PROFESSIONAL BODIES:

Course	Board / University	School/College	Date of Passing	% Marks / Grade

5. EXPERIENCE:

(Starting from present to past indicating grade pay and important assignments)

Name of Organization	Designation	From Date	To Date	Experience in Years	Grade Pay / Gross Pay	Important Assignments

Place :

Date :

(Sd/)
