



INDIAN RAILWAY CATERING AND TOURISM CORPORATION LIMITED
(A Mini Ratna Govt. of India Enterprise)

Ref: Advt. No. IRCTC/Officers/2009/2

APPLICATION FORM FOR THE POST OF _____ (indicate name of post applied for) ON _____ BASIS (indicate the type of appointment against which the application is made), POST CODE _____.

To

**The Dy General Manager (HRD)
Indian Railway Catering and Tourism Corporation Ltd,
HRD Department
5th Floor, STC Building, Tolstoy Marg
Jawahar Vyapar Bhawan
Janpath, New Delhi - 110001**

**PLEASE AFFIX
YOUR RECENT
PASSPORT SIZE
PHOTOGRAPH
& SIGN
ACROSS**

With reference to your advertisement for the post of _____, I hereby submit my application in the prescribed format.

**1. FULL NAME (SURNAME FIRST) IN BLOCK LETTERS:
(Shri/Smt/Kum)**

2. ADDRESS FOR CORRESPONDENCE:

3. CONTACT INFORMATION:

| TELEPHONE NO. | STD Code | MOBILE NO. | EMAIL |
|---------------|----------|------------|-------|
| | | | |

4. PERMANENT ADDRESS:

5. FATHER'S / HUSBAND'S NAME (indicate appropriately by Tick mark):

6. DATE OF BIRTH (Attach documents):

| | | | | | |
|----|--|----|--|----|--|
| DD | | MM | | YY | |
|----|--|----|--|----|--|

AGE AS ON 01.11.2009.....Year.....Month.....Days

7. BIRTH PLACE & NATIONALITY

8. GENDER: MALE/FEMALE (Please tick)

9. MARITAL STATUS: SINGLE/MARRIED (Please tick)

10. CATEGORY (GEN/SC/ ST/OBC) : (Please write and also enclose caste certificate if applicable)

Are you a person with disability?: Yes/No (Please tick and also enclose caste certificate if applicable)

11 PARTICULARS OF NON-REFUNDABLE FEES PAID : (ONLY by Demand Draft or Pay order in favour of "IRCTC" payable at New Delhi)

DD/Pay order No. _____ Dated _____ Amount _____

Issuing bank details _____

12. Languages Known :

13. PROFESSIONAL/ EDUCATIONAL QUALIFICATION (as on 01.11.2009)

| Name of the Diploma/Graduate / Post Graduate Degree(s) Passed (Enclose mark sheet and certificates) | Duration of Course | Indicate whether Regular/Correspondence course | Name of the University/ Institution Studied | Subject | Year of Passing |
|---|--------------------|--|---|---------|-----------------|
| | | | | | |
| | | | | | |
| | | | | | |

14. PARTICULARS OF POST-QUALIFICATION EXPERIENCE (as on 01.11.2009)

| Name & Address of Employer (attach documents) | Post held | Period of service (Give Dates) From to | Length of service Yrs. & Months. | Nature of duties performed | Reason for leaving service | Pay Scale (IDA/CDA) and Last drawn annual gross salary/CTC |
|--|-----------|---|----------------------------------|----------------------------|----------------------------|--|
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Total completed years of post qualification experience (as on 01.11.2009): _____

15, ANY OTHER ADDITIONAL INFORMATION: (Extra circular activities, including awards, achievements etc.)

DECLARATION:

I hereby certify that the information furnished above 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 satisfy the eligibility criteria according to the advertisement, then my candidature will be rejected/services terminated even after permanent employment without giving any notice or reasons thereof. I am willing to serve anywhere in India. I agree that the IRCTC has a right to transfer me to any part of country and/or to any job position at its sole discretion in terms of applicable staff rules from time to time. I undertake to abide by the all the terms and conditions in the advertisement given by the IRCTC. I hereby agree that any legal proceedings in respect of any matters or claims or disputes arising out of this application and/or out of said advertisement can be instituted by me only at Delhi and Courts/Tribunals/Forums at Delhi only, shall have sole and exclusive Jurisdiction to try any cause/dispute.

Place _____

(SIGNATURE OF APPLICANT)

Date _____

Name of Applicant