



इंडियन रेलवे कैंटरिंग एण्ड टूरिज्म कॉर्पोरेशन लिमिटेड  
(भारत सरकार का उद्यम-नवरत्न)

INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.

(A Govt. of India Enterprise-Navratna)

CIN: L74899DL1999GOI101707

Website: [www.irctc.com](http://www.irctc.com), Email: [info@irctc.com](mailto:info@irctc.com)

**Vacancy Notice No. Dep- 16/2025**

No. 2020/IRCTC/HRD/Deputation/VO/EZ

Date: 12.08.2025

The Secretary, All Ministries & Departments of Central/Govt.	The Secretary, Railway Board
All General Managers & PCPOs, All Indian Railways/Production Units	Director General, RDSO, Lucknow
Director General's/Directors, All Railway Training Institutes & RPF	CMD/MD/Chairman, All Railway PSUs.
CMD/MD/Chairman, All Central PSUs.	

**Sub.: Filling up One (01) post of Vigilance Officer(E2/E1)/Asst. Vigilance Officer (E0) at IRCTC East Zone/Kolkata on deputation basis.**

Indian Railway Catering and Tourism Corporation Ltd. is desirous to fill up One (01) post of Vigilance Officer (E2/E1 level)/Asst. Vigilance Officer (E0 level) at IRCTC East Zone/Kolkata in IRCTC on deputation basis.

The enclosed Vacancy Notice may please be circulated and applications of willing staff may be sent to this office, so that the same are received in this office well before 10.09.2025

DA: As above.

(M. Vasu) 12/8/25

Addl. General Manager/HRD

Copy for kind information to: - CVO/IRCTC/CO/New Delhi.

# INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.

(A Govt. of India Enterprises)

Corporate office, 4<sup>th</sup> floor, Tower-D, World Trade Centre,  
Nauroji Nagar, New Delhi-110 029

Applications are invited from the employees of Central Government Organizations (Ministries/Departments/Autonomous Bodies/ All CPSUs, etc) for filling up One (01) post of Vigilance Officer (E2/E1 level)/Asst. Vigilance Officer (E0 level) at IRCTC East Zone/Kolkata on deputation basis.

The applications of eligible & willing candidates, who are in the age of maximum 55 years as on closing date of vacancy notice and can be spared immediately for posting on deputation basis, may be forwarded to this office or on before 10.09.2025. The service particulars, experience, educational qualification, etc. should be clearly indicated in Bio-data and the same should be certified. The up-to-date APARs Dossiers/rating for last three years (FY 2022-23, 2023-24 & 2024-25) along with Vigilance history/D&AR history of complete service period in the parent organization including deputation period, if any, may be sent to the GM (HR&CC), IRCTC, Corporate Office, 4<sup>th</sup> Floor, Tower-D, World Trade Centre, Nauroji Nagar, New Delhi-110 029.

**Name of the post:** Vigilance Officer (E2/E1 level)/Asst. Vigilance Officer (E0 level)

**No. of posts** : - 01 (One)

**Level of Post:** - E2/E1/E0 (IDA)

**Place of Posting:** - East Zone/Kolkata.

**Scale of pay:** - As per the DPE guidelines, Government employees in CDA scale on their selection for deputation to Vigilance Department would be eligible to draw their pay, perks and allowance of their parent cadre along with prescribed deputation allowance -OR- they can opt for pay, perks and allowance of the post (ex-cadre) in IRCTC i.e. Rs. 50000-160000 (E2) /Rs. 40000-140000 (E1) / Rs. 30000-120000 (E0) in IDA pay scale including Performance Related Pay (PRP).

**Eligibility criteria:** -

1. Scale of pay in parent cadre:

- i. **For E2 level:** Officials on regular basis in the revised CDA scale of Rs. 9300-34800, GP 4800 in 6<sup>th</sup> CPC/Level-8 in 7<sup>th</sup> CPC (Group C, Non- Gazetted)-OR- GP Rs. 4600 (6<sup>th</sup> CPC)/Level-7 (7<sup>th</sup> CPC) with three years in GP 4600 (6<sup>th</sup> CPC) /Level-7(7<sup>th</sup> CPC) – OR- Employees working in IDA pay scale of Rs. 50000-160000 or its equivalent.
- ii. **For E1 level:** Officials on regular basis in the revised CDA scale of Rs. 9300-34800, GP 4600 in 6<sup>th</sup> CPC/Level-7 in 7<sup>th</sup> CPC – OR Employees working in IDA pay scale of Rs. 40000-140000 or its equivalent.
- iii. **For E0 level:** Officials on regular basis in the revised CDA scale of Rs. 9300-34800, GP 4200 in 6<sup>th</sup> CPC/Level-6 in 7<sup>th</sup> CPC with three years in GP-4200 in 6<sup>th</sup> CPC/Level-6 in 7<sup>th</sup> CPC – OR Employees working in IDA pay scale of Rs. 30000-120000 or its equivalent.

2. Possessing a degree in any discipline – OR - Degree/Diploma in Engineering.

3. Proficiency of work in MS-Office/Excel/Access.

4. Experience of minimum two (02) years in Vigilance department/Vigilance wing of Central Government Organizations (Ministries/Departments/Autonomous Bodies/All CPSUs).

12/8/25



5. Candidate must be below 55 years of age as on closing date of this vacancy notice.

Candidates working in regular Grade/Level will only be considered as "Eligible" for the above-mentioned post. Candidates working in GP/level on MACP/adhoc basis will be considered, as per their substantive Grade/Scale (GP/level on regular basis) only. Candidates are required to fill up substantive (regular) GP/Level carefully in the application form.

**Selection Criteria:-** As per the procedure advised by Ministry of Railways Letter No. 2017/E(O)II/41/5 dated 25.05.2017

**Web Address:-** [www.irctc.com](http://www.irctc.com)

**Closing Date:** - 10.09.2025

Candidates shall apply through proper channel for selection on deputation basis to the above-mentioned vacancy in the prescribed proforma attached herewith. Zonal Railways, Concerned HR departments, etc. may forward the applications of eligible candidate's along-with Vigilance history/D&AR history of complete service period in the parent organization including deputation period, if any, and APARS of last 03 years to GM(HR&CC)/IRCTC Corporate Office, 4<sup>th</sup> Floor, Tower-D, World Trade Centre, Nauroji Nagar, New Delhi-110029. A scanned copy of application in the enclosed format duly filled may also be sent by candidate in advance through e-mail to [deputation@irctc.com](mailto:deputation@irctc.com).

7/12/25  
(M. Vasu)

**Addl. General Manager/HRD**

(A Govt. of India Enterprises)  
Corporation office, 12<sup>th</sup> floor, Statesman House,  
Barakhamba Road, New Delhi-110 001

**(APPLICATION FORMAT)**

1. Name of the post applied for:.....
2. Candidate's Name (In capital letters):.....
3. Father's/Husband's Name (In capital letters):.....
4. Date of Birth :
5. Date of Initial Appointment:
6. Date of Retirement:
7. Date of appointment in present organization:
8. Present Pay Band + Grade Pay/Pay scale:
9. Date of entry in present Pay Band/Pay scale:
10. Educational Qualification (Academic & professional) possessed by the officer:

Examination passed	Name of Institute/ University	Maximum Marks	Year of passing	Marks Obtained	% of marks (upto 2 decimals)

11. Details of employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space is insufficient.

Name and Address of Employer	Department	Designation & scale of pay	Period of Service From To		Total Experience in years	Clearly indicate the nature of experience. Also mention the name of the project/unit where worked

12. Nature of present employment i.e. Ad-hoc or temporary or Quasi-Permanent or Permanent:
13. In case the present employment is held on deputation/contract basis, please state-
  - a) The date of appointment on deputation/contract basis:
  - b) Period of appointment on deputation/contract:
  - c) Name of the parent office/organization to which you belong:

**14. Additional details about present employment**

Please state whether working under (indicate the name of your employer against the relevant column)

- a) Central Govt.:
- b) State Govt.:
- c) Autonomous Organization:
- d) Government Undertaking:
- e) Others:

**15. Details of pay particulars:**

- a) Are you in CDA or IDA pay scale :
- b) If in CDA, please indicate the bay band and substantive Grade Pay :
- c) The grade pay held under MACP, if any :
- d) If in IDA, please indicate the pay scale :
- e) Whether in pre revised or revised scale of pay (CDA/IDA) :
- f) Give the date from which the revision took place-  
and also indicate the pre-revised/revised scale :

**16. Total emolument per month now drawn (give the break-up) :**

**17. Additional information, if any, which you would like to mention in support of your suitability for the post. (this among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the advertisement) (Note: Enclose a separate sheet, if the space is insufficient).**

**18. Whether belongs to OBC/SC/ST :**

**19. (a) Whether any punishment awarded to the applicant during the last 10 years**

**: Yes/No**

**(b) Whether any action or inquiry is going on against him as far as his knowledge goes**

**: Yes/No**

**20. Remarks (The candidates may indicate information with regard to (i) Research publication and reports and special projects (ii) Award/Scholarship/Official Appreciation (iii) Affiliation with the professional/bodies/institutions/societies and (iv) any other information. (Note: Enclose a separate sheet, if the space is insufficient).**

Please affix one recent passport size Photograph without attestation

Signature of the candidate

**21. Permanent Address:**

Name:

Address (Present):

District:

State:

Pin Code:

Mobile No:

Tel. No. with STD Code:

Email:



### DECLARATION TO BE SIGNED BY THE CANDIDATE

I hereby certify and declare that (i) have carefully gone through the vacancy circular/advertisement and I am well aware that the curriculum Vitae duly supported by document submitted by me will also be assessed by the Selection Committee at the time of selection for the post, (ii) All statements made and information given by me in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information or part of it being found false or incorrect before or after the interview or appointment, action can be taken against me by the IRCTC and my candidature/appointment shall automatically stand cancelled/terminated, (iii) I further declare that I fulfill all the conditions of eligibility prescribed for the post applied for (iv) In case my application is not received by IRCTC within the stipulated date due to postal delay or otherwise, IRCTC will not be responsible for such delay.

#### 22. List of Enclosures:

Place:

Date:

{Signature of the Applicant}

— Mb. No  
— E mail id  
                    

Countersigned

\_\_\_\_\_  
\_\_\_\_\_

(Employer with Seal)