

VACANCY NOTICE NO. 01/2022

INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Government of India Enterprises)
West Zone Office, 2nd Floor, New Administrative Building,
Central Railway, CST Mumbai – 400 001

No.2022/IRCTC/WZ/HRD/Deputation-08/NG//Trsm

Date : 08.04.2022

Applications are invited from the employees working in Commercial/ Operating Department of Indian Railways, for following post in **TOURISM Department under IRCTC/West Zone Office/Mumbai**, post being based out of Ahmedabad, to be filled up on deputation basis, on usual terms of deputation for a period of **Three years** :

“Sr. Executive (E1)/Executive (E0) (TOURISM) : 01 Post”

The applications of eligible and willing candidates, who are having the age of maximum **55 years as on closing date of the notification** and can be spared immediately for posting on deputation basis, may be forwarded on or before **closing date (i.e.09.05.2022)** to the address mentioned below. The service particulars, experience, educational qualifications, etc. should be clearly indicated in Bio-data and the same should be certified. Grading of APARs for last Three years along with Vigilance/D&AR clearance may be sent positively to the **Additional General Manager (HRD), Indian Railway Catering and Tourism Corporation, West Zone Office, 2nd Floor, New Administrative Building, Central Railway, CST Mumbai-400 001.**

Organization	Indian Railway Catering and Tourism Corporation Ltd. (IRCTC)
Title & No. of Posts	Senior Executive (E1)/Executive(E0) - Tourism - One (01) Post
Location	Regional Office/Ahmedabad/IRCTC/WZ (Transferrable as per Business Requirement)
Duration	Three years or till IRCTC is exempted from the rule of immediate absorption, whichever is earlier.
Term of Appointment	Deputation
Scale of Pay & Age	(i)Eligibility for E-1 post i.e. Senior Executive : Rs.9300-34800 (PB-2)with GP 4600 (with less than 3 years of service in Grade Pay) (6th CPC)/Level-7 Rs.44900-142400 with less than 3 years service in the level (7 th CPC) OR- (ii)Eligibility for E-0 post i.e. Executive : Rs.9300-34800 (PB-2) with GP 4200 (with 3 years of service in the Grade Pay) (6th CPC)/Level-6 Rs.35400-112400 with 3 years of service in the level (7th CPC) Maximum Age 55 years as on closing date (i.e. 09.05.2022) of vacancy notice.

Job Description	Development of FTR Departmental trains, Air-ticketing, Rail Tour Packages, Domestic Air Packages, Outbound Packages, Luxury Trains, Marketing & Development of Tourism Products, Liaisoning with Railways and other Tourism Departments/States/Centres etc. The processes shall involve in Partial/Full Designing, R&D, Marketing, Operations, Monitoring The Conduct Of Tour, Complaint Management, Punctuality Monitoring And Post Operations Services
Qualification/Experience	Applicants should be working in Commercial/Operating Cadre in the Railway 1. Applicants should be graduate from recognized university. 2. Proficiency of work in Tourism field and working knowledge & experience in computer-MS-office/Excel etc shall be given preference.
Perks & Benefits	Parent Pay Plus Deputation Allowance as applicable and all other perks and allowances applicable as per IRCTC policy.
Selection Criteria	As per the laid down procedure issued by Ministry of Railway's letter No.2017/E(O)II/41/5 dated 25.05.2017
Web Address	www.irctc.com
Closing Date	09.05.2022
Note	Cut off date for age and eligibility would be reckoned as on closing date of vacancy notice (i.e.09.05.2022).


Candidates working in regular Grade/Grade Pay/level will only be considered as "Eligible" for the above mentioned post. Candidates working in Grade/Grade Pay on MACP/Adhoc basis will be considered as per their substantive Grade/Scale.

Candidates may apply through proper channel for selection on deputation basis to the above mentioned vacancy in the prescribed proforma attached herewith.

A scanned copy of application in the enclosed format duly filled may also be sent by candidate in advance through e-mail to the following e-mail ids so as to reach us by **09.05.2022** :

1. avtaskande5744@irctc.com
2. Swati.chitnis@irctc.com

Candidates are advised to paste latest passport size colour photograph on the application form.


 (अनिल ताकसांडे/Anil Taksande)
 अपर महाप्रबंधक(मा.स.वि)/AGM (HRD)

PROFORMA OF APPLICATION

Ref : VACANCY NOTICE NO.01/2022 issued vide letter No.
2022/IRCTC/WZ/HRD/Dept(NG)-15-Vol.IV Tourism/E1-E0 dated 08.04.2022

Name of the Post Applied for : _____

(On Deputation at RO/ADI/IRCTC/WZ)

Photo

1. Name (In Capital Letters) : _____
2. Father's/Husband's Name (In Capital Letters) : _____
3. Educational Qualification : _____
4. Date of Birth : _____
5. Date of Retirement : _____
6. Age as on Closing Date (i.e.09.05.2022) : _____
7. Date of Appointment in Railway (Regular) : _____
8. Length of Railway Service : _____
9. Present post held (Regular/Adhoc) : _____
10. Pay Band/GP (As per 6th CPC) : _____
11. Present Pay Band/GP/Level (As per 7th CPC) : _____
12. Grade Pay held in MACP, if any : _____
13. Date of entry in present Pay Band/Scale/Level : _____
14. Details of posting in last 5 years : _____

15. Details of Present Employment : _____
Adhoc/Temporary/Permanent _____
16. Details of all Previous Postings on : _____
Deputation Basis _____

17. Details of Computer knowledge : _____

18. Permanent Address

: _____

19. (a) Mobile Number

: _____

(b) Telephone (Office)

: _____

(c) E-mail id

: _____

20. Reason for seeking deputation in
IRCTC/Tourism

: _____

21. Whether any Punishment/Awarded
If YES, Give Details.

: _____
:

22. Any other information

: _____

Declaration

I, hereby certify and declare that

(i) I have carefully gone through the vacancy circular/advertisement and I am well aware that the curriculum Vitae duly supported by documents 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) In case my application is not received by IRCTC within the stipulated date due to postal delay or otherwise, IRCTC will not be responsible in any way for the delay.

Date :

Place :

Signature of the Candidate

Signature of the Controlling Officer
Design. (Stamp & Seal)

(Note : Necessary Posting/Promotion/Fixation of Pay orders, if any, may be attached.)