

पूर्व मध्य रेल

कार्यालय
महाप्रबंधक / कार्मिक
हाजीपुर

सं०. ई/73/0/ई.सी.आर./हाजीपुर (Misc)

दिनांक 09.05.2019

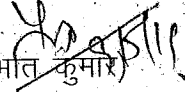
मंडल रेल प्रबंधक (कार्मिक)/पूमरे/धनबाद,
मुगलसराय, दानापुर, सोनपुर एवं समस्तीपुर।
मुख्य कारखाना प्रबंधक/पूमरे/(पीडी) मुगलसराय,
समस्तीपुर (यांत्रिक) एवं सी.आर.डब्ल्यू/हरनौत।
मुख्य प्रशासनिक अधि०./निर्माण/उत्तर एवं दक्षिण/महेन्द्रघाट/पटना।
समस्त विभागाध्यक्ष (मुख्या०)/पूमरे/हाजीपुर

विषय :- Filling up of 04 Post of Assistant Manager (E2)/Sr. Executive (E1)/Executive (E0)
in Finance department at Corporate Office, New Delhi in IRCTC on deputation
basis.

संदर्भ :- IRCTC का पत्र सं०.2013/IRCTC/Deputation/Finance दिनांक-22.04.2019

IRCTC का संदर्भित पत्र की छायाप्रति सूचनार्थ एवं आवश्यक कार्रवाई हेतु संलग्न है।

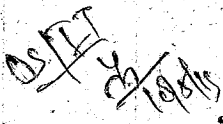
संलग्नक : यथोक्त।



(प्रभात कुमार)

सकाधि / एम.पी.पी.

कृते महाप्रबंधक (कार्मिक) / हाजीपुर

प्रतिलिपि :- सकाधि (एम.पी.पी.), पूमरे/हाजीपुर। कृपया इसे नेट पर अपलोड कराने की व्यवस्था करें।




कृते महाप्रबंधक (कार्मिक) / हाजीपुर



इंडियन रेलवे कैंटरिंग एण्ड टूरिज्म कॉरपोरेशन लिमिटेड
(भारत सरकार का उद्यम-मिनी रत्न)
INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise-Mini Ratna)

"CIN-U74899DL1999GOI101707" E-mail : info@irctc.com Website : www.irctc.com

No. 2013/IRCTC/Deputation/Finance

Date: 22.04.2019

667722
29 APR 2019



- Jt. Secretary, Railway Board, Rail Bhawan, New Delhi.**
The Principal Chief Personnel Officer, All Indian Railways.
Northern Railway, Baroda House, New Delhi – 110 001.
North Eastern Railway, Gorakhpur – 273 001.
Southern Railway, Park Town, Chennai – 600 003.
South Western Railway, Hubli – 500 023.
Northeast Frontier Railway, Maligaon, Guwahati – 871 011.
Eastern Railway, 17, Netaji Subhash Road, Kolkata – 700 001.
North Western Railway, Opposite Railway Hospital, Jaipur – 302 006.
North Central Railway, Civil Lines, Allahabad – 211 001.
Central Railway, CST-Mumbai – 400 001.
East Central Railway, Dist. Vaishali, Hazipur – 844 101.
East Coast Railway, Rail Vihar, Chandrasekharpur, Bhubneshwar – 751 023.
South Central Railway, Rail Nilayam, Secunderabad – 500 071.
South East Central Railway, R. E. Office Complex, Bilaspur – 495 004.
South Eastern Railway, 11, Garden Reach Road, Kolkata – 700 043.
Western Railway, Church Gate, Mumbai – 400 020.
West Central Railway, Core Complex Office, Indra Market, Jabalpur – 482 001.
RDSO/Lucknow.

Sub.: Filling up of 04 post of Assistant Manager (E2)/Sr. Executive(E1)/Executive(E0) in Finance department at Corporate Office, New Delhi in IRCTC on deputation basis.

Ruling

Indian Railway Catering and Tourism Corporation Ltd. (IRCTC) are desirous to fill up posts in Finance Department at Corporate Office, New Delhi in IRCTC, on deputation basis, from Railway officials, on usual terms of deputation:

1. Assistant Manager(E2)/Sr. Executive (E1)/Executive (E0) (Finance) : 04 post

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 21.05.2019.

सहायक प्रशासक
व्यक्तिगत प्रशासक
उप-प्रशासक/आईआर
उप-प्रशासक/राज्य
उप-प्रशासक/राज्य
उप-प्रशासक/आईआर
उप-प्रशासक/आईआर
सहायक प्रशासक
व्यक्तिगत प्रशासक

(Surendra Kumar)
Group General Manager (HRD)

A. J. S. / ESM
20/05/19

INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.

(A Govt. of India Enterprises)
Registered & Corporate office: B-148, 11th Floor, Statesman House,
New Delhi -110 001.

Applications are invited from the employees of different Zonal Railways/Railway Board for following posts in **Finance Department** in Indian Railway Catering & Tourism Corporation Ltd. (IRCTC) at New Delhi on usual terms of deputation for a period of three years.

The applications of eligible & willing candidates, who are in the age of maximum 55 years as on 21.05.2019 and can be spared immediately for posting on deputation basis, may be forwarded to this office so as to reach this office on or before 21.05.2019 positively. The service particulars, experience, educational qualifications, etc. should be clearly indicated in Bio-data and the same should be certified. The upto date APARs Dossiers/rating for the preceding (03) three years alongwith Vigilance/D&AR clearance may be sent positively to the GGM (HRD), IRCTC, Corporate office, 12th Floor, Statesman House, New Delhi -110 001.

Name of Post: Asst. Manager(E2)/Sr.Executive(E1)/Executive(E0)/Finance

No. of Posts : 04 posts

Scale of pay: As per the DPE guidelines, Central Government employees, on their selection for deputation would be eligible to draw their pay, perks and allowance of their parent cadre only alongwith prescribed deputation allowance.

Place of Posting: IRCTC/CO/New Delhi.

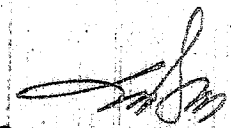
Eligibility Criteria: Railway employees having proficiency of work in Accounts field and working knowledge in MS-office/Excel/Access, etc. Candidate must be below 55 years of age as on 29.12.2017.

Persons working in Grade Pay (as per 6th CPC & 7th CPC) as detailed below will be eligible to apply for deputation to the posts mentioned above:

Post	Employees working in CDA Scale
Assistant Manager (E2)	Rs.9300-34800 (PB-2) with GP 4800/ Level-8 (Gr."C" non gazetted/ GP 4600/Level-7 with 03 years of service in the Grade Pay/Level).
Sr.Executive (E1)	Rs.9300-34800 (PB-2) with GP 4600/ Level-7 (with less than 03 years of service in the Grade Pay/Level).
Executive (E0)	Rs.9300-34800 (PB-2) with GP 4200/ Level-6 (with minimum 03 years of service in the Grade Pay/Level).

Candidates working in regular Grade/Grade Pay will only be considered as "Eligible" for the above mentioned post. Candidates working in Grade/GP on MACP/adhoc basis will not be considered.

Selection Procedure: The selection of the eligible and short listed candidates for deputation shall be based on experience in the relevant field, Qualification, APAR's, Seniority and interview/interaction.



(Surendra Kumar)
Group General Manager (HRD)

INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.

(A Govt. of India Enterprises)

Corporate office, 12th 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 Retirement :
6. Date of regular appointment in present organization: :
7. Present Pay Band/Pay scale/Level :
8. Date of entry in present Pay Band/Pay scale/Level :
9. APAR rating for the last 03 years :

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

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 :
- 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 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).

Name:							
Father's Name:							
District:							
State:	Pin Code: <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>						

Please affix one recent passport size Photograph without attestation

Mobile No:	Tel. No. with STD Code
Email:	

Signature of the candidate

21. Permanent Address:

Name:	
Father's Name:	
District:	
State:	Pin Code

DECLARATION TO BE SIGNED BY THE CANDIDATE

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 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)

Countersigned

(Employer with Seal)