



इंडियन रेलवे कटरिंग 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: L74899DL1999GOI101707

Website: www.irctc.com, Email: info@irctc.com

Vacancy Notice No. 25/2024

No. 2022/IRCTC/HRD/DEP/IT Req.

Date: 05.09.2024


Jt. Secretary, Railway Board, Rail Bhawan, New Delhi.
The Principal Chief Personnel Officer, All Zonal Railways & ALL PUs.

Sub.: - Filling up of Four (04) posts of Manager (E3)/AM(E2)/IT at IRCTC Corporate office, New Delhi on deputation basis.

Indian Railway Catering and Tourism Corporation Ltd. is desirous to fill up Four (04) posts of Manager (E3)/AM(E2)/IT at IRCTC Corporate office, New Delhi on deputation basis, on usual terms of deputation.

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 04.10.2024.

DA: As above.


(Sidhartha Singh)
Addl. 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

Applications are invited from the employees of different Zonal Railways/Railway Board/PUs for filling up Four (04) posts of Manager (E3)/AM(E2)/IT at IRCTC Corporate office, New Delhi on deputation basis, on usual terms of deputation of three years or till IRCTC is exempted from the rule of immediate absorption, whichever is earlier.

The applications of eligible & willing candidates, who are in the age of maximum 55 years as on closing date of application and can be spared immediately for posting on deputation basis, may be forwarded to this office or on before 04.10.2024 positively. 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 2021-22, 2022-23 & 2023-24) along with Vigilance/D&AR history may be sent to the GGM (HRD), IRCTC, Corporate Office, 12th Floor, Statesman House, Barakhamba Road, New Delhi-110 001.

Name & No. of the post: Four (04) posts of Manager (E3)/Assistant Manager(E2)/IT.

Place of Posting: IRCTC/New Delhi under Corporate office, New Delhi (Job/Posting may be changed as per business requirement)

Scale of pay: - As per DPE guidelines, Parent Pay Plus Deputation Allowance as applicable and all other perks and allowances applicable as per IRCTC policy. Uniform allowance, Fitment allowance & Lease/HRA at prescribed rate etc. If opted for, they will be eligible for IRCTC indoor medical facilities with reimbursement of outdoor medical expenses as per extant rules of IRCTC.

Educational Qualification: - Graduate in any discipline.

Experience: - **For AM/IT:** - **One post:** Official should have worked for 10 years in Indian Railways with working experience in the following areas:

1. Experience of working as Chief Reservation Supervisor, Charting, Quota feeding, Coach addition/deletion, Coupe Allotment in 1st AC, feeding of the name of working TTE in chart coach wise, EDR feeding, issuing of circular journey ticket, PRS ticket, roll stock maintenance for self and roadside stations, Staff management, keeping of old records/circulars. Handling refund cases and experience of commercial working of Indian Railways.
2. Experience of working in general administrative in different levels such as division, zones and Railway Board will be given preference.

Pay scale eligibility: -

Rs. 9300-34800, GP 4800, 6th CPC/Level- 08, CDA pattern, Gr. 'B', Gazetted (Eligible for Manager/E3) -OR- Rs. 60,000-1,80,000 IDA Scale, E3 or its equivalent

-OR-

Pay Level- 8 Group 'C' – Non-Gazetted -OR- Pay Level-7 with more than three years in level- 7 (Eligible for Manager/E2) -OR- Rs. 50,000-1,60,000 IDA Scale, E2 or its equivalent

Candidate must be below 55 years of age.

Candidates working in Grade/GP/level on MACP/adhoc basis will be considered as per their substantive Grade/Scale only so candidates are required to mention their regular/substantive pay as well as pay on MACP/Adhoc both, if any.

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

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 candidates' alongwith Vigilance/D&AR history of the complete service period in the parent organisation including deputation period, if any, and APAR of last 03 years to GGM(HRD), IRCTC Corporate Office, New Delhi. 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.

(Sidhartha Singh)

Addl. General Manager (HRD)