



इंडियन रेलवे केटरिंग 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. 2017/IRCTC/HRD/Deputation(NG)

Date: 21.01.2019

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-226011.

**Sub.: Filling up of 01 post of Executive(E0)/IT/IRCTC at New Delhi, on usual terms  
of deputation basis against the regular post.**

Indian Railway Catering and Tourism Corporation Ltd.(IRCTC) are desirous to fill up (01) one post of Executive(E0) in IT Department at New Delhi from Regular employees of Railways on usual terms of deputation against the regular 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 20.02.2019.

(Surendra Kumar)  
Group General Manager (HRD)



**INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.**

(A Govt. of India Enterprises)

Registered & Corporate office: B-148, 11<sup>th</sup> Floor, Statesman House,  
New Delhi -110 001.

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

The applications of eligible & willing candidates, who are in the age of maximum 55 years as on 20.02.2019 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 20.02.2019 positively. The service particulars, work 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 three years alongwith Vigilance/D&AR clearance may be sent positively to the GGM (HRD), IRCTC, Corporate office, 12<sup>th</sup> Floor, Statesman House, New Delhi -110 001. 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)

<b>Name of the post</b>	: Executive(E0)/(IT)
<b>No. of post(s)</b>	: One post
<b>Place of Posting</b>	: New Delhi.
<b>Scale of pay</b>	: 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.
<b>Eligibility Criteria</b>	: Regular employees having degree of graduation with preferably degree/diploma in marketing, experience of working in commercial department of Railways and working knowledge of computers in MS-office/Excel/Access, etc. Candidate must be below 55 years of age as on 20.02.2019.

**Persons working in Grade Pay/Level/Scale as detailed below will be eligible to apply for deputation to the post mentioned above:**

Post	Employees working in CDA Scale
<b>Executive (E0)</b>	Rs.9300-34800 (PB-2) with GP 4200/ Level-6 (with minimum 03 years of service in the Grade Pay)

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

**Web Address** : [www.irctc.com](http://www.irctc.com)  
**Email** : [deputation@irctc.com](mailto:deputation@irctc.com)

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

  
(Surendra Kumar)  
Group General Manager (HRD)



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Corporate 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 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 From To	Total Experience	Clearly indicate 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 : .....
- 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:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mobile No:	Tel. No. with STD Code				
Email:					

Please affix one recent passport size Photograph without attestation

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) 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 nor 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  
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(Employer with Seal)

