

## Notification for Walk-in-Interview

### Engagement of 'Hospitality Monitors' on Contractual basis

#### IRCTC / South Central Zone

No.2022/IRCTC/HRD/SCZ/Rectt.-I/ Hospitality Monitors

Dated 08-08-2022

Eligible and Qualified candidates are invited to appear for walk-in-interview for engagement as '**Hospitality Monitors**' on Contract basis for a period of 2 years initially and extendable for one (01) year based on requirement and satisfactory performance.

Name and Number of Posts	Mode of Selection	Remuneration	Essential Qualification & Criteria for selection	* Upper age limit as on 01.08.2022	Place of Posting
"Hospitality Monitors" - <u>60 posts</u> [Reservation as per Govt. of India policy i.e. SC-15%, ST-7.5%, <b>OBC-NCL*</b> -27%, PwBD- 4% EWS- 10% Ex.Servicemen-10% ]  <b>* Should submit OBC-NCL certificate in the format prescribed by Govt. of India</b>	Walk -in Interview	Total CTC: Rs 30,000/- per month (incl. Statutory deductions) and other allowances as applicable.	Full Time 3 year B.Sc. in Hospitality & Hotel Administration from Central State / Private Institute of Hotel Management (CIHM/ SIHM/ PIHM) recognised by NCHMCT/ Government of India / AICTE/ UGC.  Candidates passed out in the Academic Years 2021 and 2022 are only eligible to apply.	28 years for UR. Age relaxation will be given to SC/ ST/ OBC/ PWD/ Ex-Serviceman applicants as per Government guidelines. Upper age is relaxable by 5 years for SC/ST applicants, by 3 years for OBC applicants and by 10 years for PwBD applicants. Ex-Service Men - Up to the extent of service rendered in defence plus 3 yrs.	The selected candidates may be posted in Andhra Pradesh, Telangana, Maharashtra Odisha, & Chhattisgarh.  However candidates may be deployed/ posted anywhere in India at the discretion of IRCTC.

#### Selection Process:

Candidates are requested to fill in the application form (attached along with this notification) duly completing in all respects. The complete application form has to be submitted at the venue of the interview for verification along with original documents, one set of attested copies of requisite documents and three recent passport size photographs. Interview will be conducted and based on the credentials & performance in the personal interview the candidates will be shortlisted. The offer of engagement shall be issued to the suitable candidates in the order of merit and based on number of vacancies, subject to verification of antecedents. In addition to 60 selected candidates, names of 60 candidates will be placed on Reserve Panel.

#### Medical fitness:

Engagement of selected candidates shall be subject to being medically fit as prescribed by IRCTC.

#### Remuneration and other allowance:

**CTC** : Rs 30,000/- per month (incl. of Statutory Deductions)

**Daily Allowance:** Rs 350/- per day for on-duty on-board in train (s) (100% for more than 12 hours, 70% for 6 to 12hours, and 30% and less than 6 hours)

**Lodging Charges:** Rs.240/- only if night stay is involved at outstation.

**National Holiday Allowance (NHA):** Rs 384/- per National Holiday (if worked).

**Medical Insurance:** Rs. 800/- per month (Reimbursable on submission valid documents)

### **Scope of work:**

- Responsible for the supervision/monitoring of food production, quality & services in nominated mobile / static catering units.
- To ensure compliance of company policies and standard hospitality procedures/practices.
- To ensure proper man-power & materials for nominated mobile/static catering units.
- To resolve customer/passenger care related issues and effective Complaint management.
- To collect feedback, its analysis and course correction.
- To ensure statutory compliance / regulations as applicable.
- To supervise & educate the staff in efficient upkeep of equipments and devices.
- To co-ordinate with various departments, offices, business partners.

### **General Information:**

- a) This engagement is purely contractual in nature and will not entitle any candidate to claim for regular /permanent employment in IRCTC.
- b) Contract may be terminated by giving one month notice by either side. If performance during contract period is not found satisfactory the contract may be terminated with 15 days notice.
- c) Only Indian Nationals are eligible to apply.
- d) Those working in Govt. / PSUs may apply through proper channel or submit NOC at the time of Interview or should submit proper relieving letter from present employer in the event of selection in IRCTC.
- e) IRCTC reserves the right to cancel/ amend the advertisement and/or the selection process there under.
- f) **Any corrigendum/clarifications to this notification (incl. Date & Place of interview), if necessary, will be uploaded on IRCTC website (www.irctc.com) and no separate press coverage will be given in the news paper.**
- g) The number of vacancies to be filled (including Reserve Panel) may increase or decrease depending on the requirement of IRCTC at the time of engagement.
- h) Candidates should ensure that they fulfil the eligibility criteria prescribed for the post they have applied. In case it is found at any stage of selection process or even after engagement that the candidate has furnished false or incorrect information or suppressed any relevant information/ material facts or does not full fill the criteria, his / her candidature / services will be summarily terminated.
- i) The selected candidate(s) have to furnish security deposit in the form of Demand-Draft for Rs. 25,000/-.
- j) No TA/DA will be paid to the candidates for attending the walk in interview.
- k) Knowledge of computer (MS Office), preparation of reports is desirable.
- l) Ability to solve problems and to make rational decisions.
- m) Candidate can appear for interview at any one convenient place only.

### **Place/ Date of Walk-in-Interview:**

<b><u>Bhubaneswar, Odisha</u></b> Institute of Hotel Management (IHM) Near Indian Overseas Bank, V.S.S. Nagar, Bhubaneswar, Odisha 751007	<b>24.08.22 / 25.08.22</b>
<b><u>Hyderabad, Telangana</u></b> Institute of Hotel Management (IHM) F-Row, Vidya Nagar, DD Colony, Hyderabad, Telangana 500007	<b>27.08.22 / 28.08.22</b>

**Note:** In case of extension of interview date, candidates will have to arrange their own stay and food.

**Proforma for submission of application for engagement as 'Hospitality Monitors'**  
**on 'Contract basis' in IRCTC/SCZ**

**Ref.: Notification No.2022/IRCTC/HRD/SCZ/Rectt.-I/ Hospitality Monitors dated 08.08.2022**

1	Name of the Applicant				
			Photo		
2	Father/Spouse Name				
3	Category (SC/ST/OBC-NCL/PwBD/EWS/Ex.SM) (Enclose self-attested copy of latest Certificate issued by competent authority in support of claim)				
5	Present Address				
	Landline/Mobile No.				
	Email ID				
6	Permanent Address				
7	Date of Birth & Age (as on 01.08.2022)				
8	Gender				
9	Marital Status				
10	Aadhaar number				
11	Professional/Technical/Educational Qualification: (Enclose self attested copies)				
<b>S. No</b>	<b>Name of the Graduate/PG degree(s) Passed</b>	<b>Duration &amp; (Full time/Part time/distance), Year of Passing</b>	<b>% marks</b>	<b>Institution/ University</b>	
1	10 <sup>th</sup>				
2	12 <sup>th</sup>				
3	Graduation				
4	Post Graduation				
12	Particulars of Post Qualification Experience (if any)				
<b>S No</b>	<b>Organisation</b>	<b>Post Held &amp; Scale/ pay drawn</b>	<b>Period : From-To</b>	<b>Experience (Yrs-Mths)</b>	<b>Job description / Responsibility areas</b>
1					
2					
13	Languages Known	Speak			
		Write			
14	Document to be attached a) Proof of educational Qualification b) Proof of experience (if any) c) Proof of Date of Birth d) Proof of Category (SC/ST/OBC-NCL/PwBD/EWS/ Ex.SM) e) Others (pl. Specify)				

The above information is true to the best of my knowledge and belief. My candidature will be rejected, if any information given above is found to be incorrect/ incomplete or false.

**Place:**

**Date:**

**(Signature)**