

VACANCY NOTICE NO. 10/2019

GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)

ISSUED ON 29/01/2019

GENERAL MANAGERS  
ALL RAILWAYS/NEW ZONES/PRODUCTION UNITS

DIRECTOR GENERAL'S/DIRECTORS  
ALL RAILWAY TRAINING INSTITUTES

---

NO: 2018/E(O)II/40/10 VACANCY NOTICE NO. 10/2019

ORGANIZATION : INDIAN RAILWAY CATERING & TOURISM CORPORATION  
LIMITED (IRCTC)

TITLE & NO.OF POSTS : DIRECTOR (CATERING SERVICES) - ONE POST

LOCATION : DELHI

TERM OF APPOINTMENT : ABSORPTION

SCALE OF PAY : RS.65000-75000/- (IDA - PRS)

AGE, QUALIFICATION,  
EXPERIENCE ETC. : AS PER ANNEXURE

NOTE : **APPLICANTS SHOULD APPLY IN THE MANNER PRESCRIBED IN PESB WEBSITE.**  
HARD COPIES OF APPLICATIONS IN DUPLICATE SHOULD REACH THIS OFFICE BEFORE THE CLOSING DATE AS PRESCRIBED BY THIS MINISTRY FOR ONWARD TRANSMISSION TO PESB.  
**APPLICANTS SHOULD ALSO FILL UP THE ATTACHED PROFORMA FOR VIGILANCE CLEARANCE & SEND ALONG WITH HARD COPY OF APPLICATION.**  
SCANNED COPY OF THE APPLICATION SHOULD ALSO BE SENT THROUGH E-MAIL TO eo2@rb.railnet.gov.in

WEB ADDRESS : [www.indianrailways.gov.in\railwayboard](http://www.indianrailways.gov.in\railwayboard), then click for IR personnel and then vacancy circulars  
[www.pesb.gov.in](http://www.pesb.gov.in)  
[www.pesbonline.gov.in](http://www.pesbonline.gov.in)

CLOSING DATE : 30 DAYS FROM DATE OF ISSUE

---

SEND NAMES OF VOLUNTEERS WITH BIO-DATA INDICATING PREVIOUS POSTINGS TOGETHER WITH A STATEMENT GIVING DETAILS OF PREVIOUS DEPUTATION, IF ANY, IN CENTRAL PSU<sub>s</sub> DULY SIGNED BY THE APPLICANT VIGILANCE/DAR CLEARANCE AND CRS TO E(O)II/RAILWAY BOARD(.) APPLICATIONS RECEIVED WITHOUT STATEMENT WILL NOT BE ENTERTAINED AT ALL(.) ADVISE ALL ELIGIBLE SC/ST OFFICERS ALSO (.) RAILWAYS(.)

---

(K. GANGADHARAN)  
DIRECTOR/DEPUTATION/RAILWAY BOARD

No. : 7/85/2018-PESB

भारत सरकार  
Government of India  
कार्मिक एवं प्रशिक्षण विभाग  
Department of Personnel & Training  
(लोक उद्यम चयन बोर्ड)  
(Public Enterprises Selection Board)

\*\*\*

ब्लॉक संख्या 14, सी.जी.ओ. कॉम्प्लेक्स, लोदी रोड  
Block No.14, C.G.O. Complex, Lodhi Road  
नई दिल्ली / New Delhi- 110003

सी. पी. एस. ई. का नाम NAME OF THE CPSE	: Indian Railway Catering & Tourism Corporation (IRCTC)
पद का नाम NAME OF THE POST	: Director(CS)
रिक्ति की तारीख DATE OF VACANCY	: 01/07/2019
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	: Schedule B
पद का वेतनमान SCALE OF THE POST	: Rs. 65000-75000

## I. COMPANY PROFILE

IRCTC was incorporated in 1999 under the Indian Companies Act, 1956 with the objective of strengthening Railway's marketing and service capabilities in the areas of rail catering, tourism and passenger amenities. IRCTC is a Schedule 'B' Mini Ratna CPSE with the administrative jurisdiction of M/o Railways.

The company employed 1403 regular employees (Executives 242, Non-executives 1161) as on 31.3.2018.

Its Registered and Corporate offices are at New Delhi.

The authorised and paid-up capital of the Company were Rs.50 crore and Rs.40 crore respectively as on 31st March, 2018.

The shareholding by the Government of India is 100%.

## II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Catering Services) is a member of Board of Directors and reports to the Managing Director. He/ She exercises statutory and corporate responsibilities in the efficient and profitable operations of the Company. He/ She is responsible for managing specific tasks pertaining to the areas of Catering services including production and distribution of catering products, modernization of equipments and services as per latest IT technological innovations and prevalent ISO standards.

### III. ELIGIBILITY

#### 1. AGE : On the date of occurrence of vacancy (DOV)

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
40	2 years of residual service as on the date of vacancy w.r.t. the date of superannuation.	40	3 years of residual service as on the date of vacancy w.r.t. the date of superannuation.

#### 2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and **not** in a contractual/ad-hoc capacity – in one of the followings:-

- Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);
- Central Government including the Armed Forces of the Union and All India Services;
- State Public Sector Enterprise (SPSE) where the annual turnover is **\*Rs 1000 crore or more**;
- Private Sector in company where the annual turnover is **\*Rs 1000 crore or more. Preference would be given to candidates from listed companies.**

(\* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits)

#### 3. QUALIFICATION:

The applicant should be a graduate with good academic record from a recognized University/ Institution.

Applicants with Technical/ MBA qualifications will have added advantage.

#### 4. EXPERIENCE:

The applicant should have adequate experience at a senior level of management in an organization of repute, out of which at least five years during the last ten years should have been in Services and Hospitality Industry.

Applicants with experience in management of rail catering services, management of transport and travel related business, on board services, F&B proven, ability in managing multi disciplinary teams, HRD and contract related activities will have added advantage.

Experience in modern management techniques, use of information technology and ability of enhancing productivity through economies of scale, logistics management, procurement and inventory control and outsourcing is desirable.

#### 5. PAY SCALE/ RANK/ LEVEL:

**The minimum length of service required in the eligible scale/rank/level will be one year for internal candidates, and two years for others as on the date of vacancy.**

(a) Applicants from CPSEs should be working in the following or a higher pay scale:

##### Eligible Scale of Pay

- Rs. 6250-7475 (IDA) Pre 01/01/1992
- Rs. 8520-10050 (IDA) Post 01/01/1992
- Rs. 18500-23900 (IDA) Post 01/01/1997
- Rs. 43200-66000 (IDA) Post 01/01/2007
- Rs. 14300-18300 (CDA) Pre-revised
- Rs. 37400-67000 + GP 8700 (CDA)

#### (b)

(i) Applicants from Central Govt. / All India Services should be holding a post of the level of Director in Govt. of India or carrying equivalent scale of pay.

(ii) Applicants from the Armed forces of the Union should be holding a post of the level of Brigadier in the Army or equivalent rank in Navy/Air Force.

#### (c)

Applicants from State Public Sector Enterprises/ Private Sector should be working at Board level

position or at least a post of the level immediately below the Board level.

## **6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS**

Central Government Officers, including those of the Armed Forces of the Union and the All India Services, will be eligible for consideration only on immediate absorption basis.

## **IV. DURATION OF APPOINTMENT**

The appointment shall be for a period of five years from the date of joining or upto the date of superannation or until further orders, whichever is earlier.

## **V. SUBMISSION OF APPLICATIONS**

All applicants should send their applications as per the format.

1. The applicants should submit their applications through proper channel as follows:

- (a) Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority;
- (b) CMDs/MDs/Functional Directors in CPSE: through the concerned Administrative Ministry;
- (c) Below Board level in CPSE: through the concerned CPSE;
- (d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government;
- (e) Below Board level in SPSE: through the concerned SPSE;
- (f) Private Sector: directly to the PESB.

2. Applicants from Private Sector must submit the following documents along with the application form:

- (a) Annual Reports of the Company in which currently working for the 3 financial years preceding the calendar year in which the post is advertised (please provide URL or attach/enclose);
- (b) Whether the company is listed or not; if yes, the documentary proof (please provide URL or attach/enclose);
- (c) Evidence of working at Board level or at least a post of the level immediately below the Board level;
- (d) Self-attested copies of documents in support of age and qualifications;
- (e) Relevant Jobs handled in the past with details.

## **VI. UNDERTAKING BY THE APPLICANT**

An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

### **1. For candidates from Central Government/Armed Forces of the Union/ All India Services**

- (a) The appointment is on immediate absorption basis.
- (b) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (c) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

### **2. For candidates from CPSE**

- a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
- b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

### **3. For candidates from SPSE/ Private Sector**

- a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

4. In the above cases, no request for relaxation or otherwise would be entertained.

## VII. THE APPLICANTS CAN EITHER

(a) fill up the Application Form online against this Job Description on the website of PESB - <http://pesbonline.gov.in/> and thereafter forward it online, as specified in para V(1);

**Or**

(b) fill up the Application Form online against this Job Description on the website of PESB - <http://pesbonline.gov.in/>, take a printout and send it offline, as specified in para V(1).

Last time/date of receipt of complete application duly forwarded to PESB is **by 15.00 hours on 03/04/2019**. No application shall be entertained under any circumstances after the stipulated time/date. Incomplete applications and applications received after the stipulated time/date shall be REJECTED. Board reserves the right to shortlist applicants for interview.

Applications are to be addressed to

Smt Kimbuong Kipgen

Secretary,

Public Enterprises Selection Board, Public Enterprises Bhawan,

Block No. 14, CGO Complex, Lodhi Road, New Delhi-110003.

**ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY.**



19	Whether the officer has been placed in "List of Officers of Doubtful Integrity".(If yes, full details to be given).	
20	Whether the officer has been placed in the " Agreed List" If yes, full details to be given.	
21	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so with what result.	
22	Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and the details of the penalty.	
23	Are any disciplinary/criminal proceedings or charge sheet pending against the officer, as on date.(If so, details to be furnished. Including reference no, if any, of the Commission	
24	Is any action contemplated against the officer as on date(If so, details to be furnished)	