



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](http://www.irctc.com), Email: [info@irctc.com](mailto:info@irctc.com)

**Vacancy Notice No. 06/2025**

No. 2024/IRCTC/HRD/Deputation-IT

Date: 12.02.2025

**JOINT SECRETARY, RAILWAY BOARD, RAIL BHAWAN, NEW DELHI.**

**THE PRINCIPAL CHIEF PERSONNEL OFFICER, ALL INDIAN RAILWAYS.**

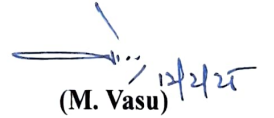
**CMD/MD/CHAIRMAN, ALL RAILWAY PSU's.**

**Sub.: Filling up Two posts, 01 post for Manager (E3)/Asst. Manager(E2) and 01 post for Sr. Executive(E1)/ Executive(E0) in IT Department at IRCTC Corporate Office/ New Delhi on deputation basis.**

Indian Railway Catering and Tourism Corporation Ltd. is desirous to fill up One (01) post of Manager(E3)/ Asst. Manager(E2) and One (01) post of Sr. Executive(E1)/ Executive(E0) in IT Department at IRCTC Corporate Office/ New Delhi on deputation basis.

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 13.03.2025.

**DA: As above.**

  
(M. Vasu)

**Addl. General Manager/HRD**



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No. 2024/IRCTC/HRD/Deputation-IT

Date: 12.02.2025

**JOINT SECRETARY, RAILWAY BOARD, RAIL BHAWAN, NEW DELHI.**

**THE PRINCIPAL CHIEF PERSONNEL OFFICER, ALL INDIAN RAILWAYS.**

**CMD/MD/CHAIRMAN, ALL RAILWAY PSU's.**

Organization : Indian Railway Catering and Tourism Corporation (IRCTC LTD)  
Title : 1. Manager (E3)/Asst. Manager(E2)-01 post  
2. Sr. Executive(E1)/ Executive(E0) -01 post  
Department : IT  
No. Of post : Two (02) Posts  
Location : IRCTC Corporate Office/ New Delhi.  
Duration : Three years or till IRCTC is exempted from the rule of  
absorption, whichever is earlier  
Service/Department : Any Department  
Terms of appointment : Deputation  
Age : Below 55 years as on closing date of the vacancy notice.  
Scale of Pay : Parent Pay plus Deputation Allowance & All Other Perks and  
allowances applicable as per IRCTC policy.

**For Manager (E3)/ Asstt. Manager (E2):-**

**Educational Qualification**

Essential : Graduate in any discipline.  
Preferable : Regular BE/B.Tech (Computer Science/Engineering in  
Computer Science/Information Technology/ Software  
Engineering/ Electronics & Communications Engineering or  
Equivalent degree in relevant discipline) or MCA from  
recognized University/ Institute.

**Eligibility**

**For Manager/E3:-**

Rs. 9300-34800, GP 4800 (6<sup>th</sup> CPC)/Level- 08 (7<sup>th</sup> CPC),  
Gr. 'B', Gazetted, CDA pattern OR-  
Rs. 60,000-1,80,000 IDA Scale, E3 or its equivalent.

**For Asstt. Manager/E2:-**

Rs. 9300-34800 GP 4800 (6<sup>th</sup> CPC)/Level-8 (7<sup>th</sup> CPC),  
Gr. 'C' Non Gazetted, CDA Pattern -or -Rs. 9300-34800  
GP 4600 (6<sup>th</sup> CPC)/Level-7 (7<sup>th</sup> CPC) with more than  
three years in the GP/level -OR-  
Rs. 50,000-1,60,000 IDA Scale, E2 or its equivalent.

**Experience**

: Holding an equivalent post in Central Government or Central  
Public Sector Units including banks. With minimum 3 years of  
relevant work experience in IT management.



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Website: [www.irctc.com](http://www.irctc.com), Email: [info@irctc.com](mailto:info@irctc.com)

For Sr. Executive(EI)/Executive(E0): -

<b>Educational Qualification</b>	:	
Essential	:	Graduate in any discipline.
Eligibility	:	<b>For Sr. Executive/EI: -</b> Rs. 9300-34800 GP 4600 (6 <sup>th</sup> CPC)/Level-7 (7 <sup>TH</sup> CPC) with less than three years in the GP/level –OR- Rs. 40,000-1,40,000 IDA Scale, EI or its equivalent.
	:	<b>For Executive/E0: -</b> Rs. 9300-34800 GP 4200 (6 <sup>th</sup> CPC)/Level-6 (7 <sup>TH</sup> CPC) with more than three years in the GP/level –OR- Rs. 30,000-1,20,000 IDA Scale, E0 or its equivalent.
Experience	:	Should have worked for 05 years in Indian Railway with working Experience in the following areas: <ul style="list-style-type: none"><li>• Engaged in marketing and advertising within Railway premises;</li><li>• Assessing the feasibility of introducing innovative mediums and handling client correspondence;</li><li>• Developing and implementing marketing strategies to promote tourism products services;</li><li>• Experience in tourism activities such as: Customized Tour packages, Rail Tour Packages and Commissioning of Tourist facilitation Counter etc.</li></ul>
Note	:	Cut Off date for age and eligibility would be reckoned as on closing date of vacancy
Web Address	:	<a href="http://www.irctc.com">www.irctc.com</a> - HR & Career - <u><a href="#">Recruitment- Deputation</a></u>
Closing Date	:	13.03.2025

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 candidate's alongwith Vigilance/D&AR Clearance, and APARs of last 03 years to GM(HR&CC)/IRCTC Corporate Office, 4<sup>th</sup> Floor, Tower-D, World Trade Centre, Nauroji Nagar, 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](mailto:deputation@irctc.com).

(M. Vasu)

Addl. General Manager/HRD



**(A Govt. of India Enterprises)**  
**Corporation 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 Initial Appointment:
6. Date of Retirement:
7. Date of appointment in present organization:
8. Present Pay Band + Grade Pay/Pay scale:
9. Date of entry in present Pay Band/Pay scale:
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 and Address of Employer	Department	Designation & scale of pay	Period of Service		Total Experience in years	Clearly indicate the 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 Grade Pay :
- 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 OBC/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).

Please affix one recent passport size Photograph without attestation

Signature of the candidate

21. Permanent Address:

Name:			
Address (Present):			
District:	State:	Pin Code:	Mobile No:
Tel. No. with STD Code:		Email:	

**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 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:

(Signature of the Applicant)

Date:

- Mb. No  
- E mail id

Countersigned

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(Employer with Seal)