

**NATIONAL COUNCIL FOR HOTEL MANAGEMENT AND
CATERING TECHNOLOGY**

(set up by Ministry of Tourism, Government of India)

A - 34, Sector -62, Noida 201309 (U.P.)

Applications are invited for filling up of the post of **Director(Studies)** in the National Council for Hotel Management & Catering Technology, Noida on deputation basis.

Director (Studies):

- 1. No. of Post: 1** (Un-reserved)
- 2. Pay Band** :Rs.15600-39100 +7600(GP)*

* **Persons already holding posts in Pay Band-4 with Grade Pay Rs. 8700/- may also apply. If selected, he/she will be allowed to draw pay in the same Pay Band (PB-4) and Grade Pay (Rs. 8700) with permissible deputation allowance.**

3. Field of Selection for deputationist:

Officers holding analogous posts or with 5 years experience in the scale of Rs.15600-39100 + Rs.6600/- in a Govt. Deptt., ITDC, State Tourism Corpn., Institutes of Hotel Management/Food Crafts Institute and with qualification/experience prescribed as under..

(Period of deputation shall not ordinarily exceed four years)

4. Education and other qualification and experience etc. required for deputationist:

Graduate with a 3 years Diploma in Hotel Management & Catering Technology (at least 2nd Div.) or B.Sc.(Home Science) or B.Sc.(Nutrition); with atleast 5 years experience in an educational Institution of higher education or in a hotel of repute or in an allied profession in senior administrative position.

OR

MBA with atleast 3 years' experience in an educational Institution of higher education or in a hotel of repute or in an allied profession in senior administrative position.

(Ability to use Computer is an essential qualification.)

DESIRABLE:

- Administrative experience of running institutions of higher learning.
- Degree of a foreign University in the field of Hotel Management and Catering Education.
- Post Graduate Degree in Institutional Management.
- Original publications in Hotel & Catering Management.

5. Age for deputation should not be more than 56 years as on 18.6.2012.

General: (1) The Council reserves the right to short list the applications, fill or not to fill any vacancy. (2) In the case of employee of Central/State Govts., Public Sector Undertaking/Central Autonomous Bodies only such candidates should apply who are willing to come on Deputation basis. (3) Applications indicating the (a) Post Applied for; (b) Name(in Capital letters); (c) Father's Name/Husband's Name (d) Date of Birth & Age as on 18.6.2012; (e) Nationality (f) Whether SC/ST/OBC; (g) Complete Postal Address; (h) Tel No./Mobile No./E-mail ID (i) Qualifications; (j) Experience(tabulated in chronological order); (k) Present Post held (l) Pay Scale & Grade Pay Drawn on the date of application and (m) Any other relevant information. Application must reach this Council on or before **18.6.2012**. In the case of employees of Govt./PSUs/Autonomous Bodies, their application must be forwarded through proper channel accompanied with attested copies of ACRs for the last 5 years. The application should be addressed to Chief Executive Officer of the Council on the above given address, subscribing on the **envelope "Application for the post of Director(Studies)"**.

APPLICATION FORMAT
For the Post of Director(Studies) in NCHMCT

1.	Name of Candidate (in Capital letters)				
2.	Date of Birth	Day	Month	Year	Age as on 18.6.2012
3.	Father's Name/Husband's Name				
4.	Nationality				
5.	Whether Gen./SC/ST/OBC (Please tick in appropriate box)	Gen.	SC	ST	OBC
6.	Complete Postal Address	Correspondence		Permanent	
7.	Tel. No.				
8.	Mobile No.				
9.	E-mail Id.				
110	Educational Qualifications:				
Sl. No.	Name of the Exam passed	Name of Recognised Board/University	Division obtained	% of Marks up to two decimals	

11	Work Experience (in chronological order beginning from the present job):				
Sl. No.	Designation & Pay Scale	Organisation	Period of service		Reason for leaving the job
			From	To	

12. Present Post held:

13. Pay Scale & Grade Pay drawn on the date of application:

14. Any other relevant information :

The applications should be routed through proper channel with advance copy mailed. The application routed through proper channel should accompany ACRs of last 5 years. Vigilance clearance certificate and copies of testimonials should also be furnished.

Declaration

I hereby declare that all the entries made by me in this application are true to the best of my knowledge and belief. If any information is found to be false at any stage, my candidature/selection is liable to be cancelled without assigning any reason there for.

(Signature)

Place:

Date:

(Note: Please use additional sheets for item 10 and 11, if required.)