

**Subject: Advertisement for engagement of Consultant — Tourism on Temporary basis in IRCTC/ South Central Zone (Location – Secunderabad (Telangana) and Bilaspur (Chhattisgarh) -Reg.**

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Indian Railway Catering and Tourism Corporation Ltd, South-Central Zone, Secunderabad invites applications from suitable candidates for engagement as Consultant — Tourism from retired Sr. Section Engineer in Mechanical (C&W/ workshop) or Electrical (train lighting/ AC) maintenance in open line/workshop). The engagement will be purely on Temporary basis for a period of one year (from the date of joining).

SI. No.	Name of the Post	No. of incumbents proposed to be engaged	Age limit (as on the last date of receipt of applications)	Remuneration per month
1	Consultant Tourism	02 nos Secunderabad – 01 (SCR) & Bilaspur – 01 (SECR)	Maximum age limit is 64 years as on 13/06/2024.	Remuneration will be fixed as per the rules of IRCTC.

The Other details including eligibility criteria, Application, Terms and Conditions, Remuneration calculation etc. are enclosed as Annexures – ‘A’, ‘B’, ‘C’ & ‘D’.

Interested candidates, who fulfill the eligibility criteria, possessing good health and are in a position to join immediately may submit their application in the prescribed proforma (**Annexure B**) along with relevant documents in support of experience in sealed cover subscribed "Engagement of Consultant-Tourism on temporary basis in IRCTC/SCZ which should reach this office on or before **13.06.2024** (12:00pm) at the following address:

**The Group General Manager (I/c),  
Indian Railway Catering and Tourism Corporation Ltd,  
Zonal Office – SCZ, 1<sup>st</sup> Floor, Oxford Plaza,  
S.D. Road, Secunderabad – 500003.**

It is also mandatory to send the scanned application form along with enclosures to email ID [teamhrscz@irctc.com](mailto:teamhrscz@irctc.com) on or before the closing date.

IRCTC reserves the right to increase/decrease/withdraw the advertisement at any stage of recruitment process.

Application received incomplete or after due date will not be considered. Only shortlisted candidates will be intimated through e-mail for appearing for the interview. The dates will be intimated later.

**Annexure-A**

**Eligibility Criteria**

A. Name of Position : Consultant — Tourism

B. No. of persons to be engaged: 02 nos (Secunderabad-1 & Bilaspur-1)

C. Eligibility criteria:

i. The applicant should have retired from Railways.

ii. Should have sound knowledge and experience of Yard Working LHB Rake Maintenance Sound knowledge of Maintenance, Operational & Accident rules & policies of Indian Railways.

**Work Profile**

1. May be deployed on Bharat Gaurav Trains tour itineraries, if required for technical & operational co-ordination.
2. He will take care of all technical issues on the running train including watering/ fueling/co ordination with Railways for Placement, Shunting, Movement etc.
3. He will co-ordinate for maintenance of the rakes at Coaching Depots, Yards, Workshops, nominated workshop or Enroute - during the run.
4. Any other technical work required to co- ordinate with concerned Railways.
5. Any other work assigned by higher up regarding internal maintenance / inspections of rakes to be done by IRCTC.

**Remuneration**

The remuneration of consultant will be fixed as per the rules of IRCTC. The remuneration calculation indicated as Annexure-D.

**Annexure-B**

**Application for engagement of Consultant Tourism at \_\_\_\_\_ in  
IRCTC/SZ**

1	Name in full (Block letters)	
2	Father's Name	
3	Date of Birth	
4	Details of advertised Experience	
5	Date of superannuation from Railway Service	
6	PPO no. (Enclose photocopy)	

7	Complete residential address with phone number/mobile no.					
8	Office address at the time of retirement					
9	Designation last held					
	Last pay drawn					
	E-mail id					
12	Brief particulars of experience (Pl. enclose extra sheets if required)	<b>Designation and place of posting</b>	<b>From</b>	<b>To</b>	<b>BP/GP/PAY Level/Monthly Pay</b>	<b>Nature of work performed</b>
13	Additional relevant information, if any, in support of your suitability for the said engagement, attach a separate sheet, if necessary					
14	Name of two references preferably from Railways in which worked along with designation, address, contact no. & email	(1) (2)				

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was not held guilty in any Departmental inquiry nor convicted of any offence involving moral turpitude and I am medically fit to perform office work. I have read this document and ready to accept all the terms and conditions for engagement of Consultant (Tourism).

Place:

Date:

(Signature of the Candidate)

Annexure-C

### Terms and Conditions

#### 1. Period of engagement

The engagement shall be for a period of One Year.

## **2. Selection procedure**

The engagement will be purely on temporary basis. Application received in response to this advertisement will be shortlisted on the basis of experience and qualifications of applicants. Only shortlisted candidates will be sent intimation on email for appearing in Interview.

## **3. Remuneration**

A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement for the Retired Central Government Employees covered under the Pension rules viz. CCS Pension Rules, Railway Services Pension Rules, etc. For PSU employees or the Central Govt. Employees covered under NPS, the remuneration should be fixed as 50% of the last pay. The word 'pay' may be treated as the 'Basic Pay'. The remuneration calculation indicated as Annexure-D

The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment/percentage increase during the contract period. No increment and Dearness Allowance shall be allowed during the term of the contract.

Other charges/allowances like as Conveyance charges Mobile (including internet) charges per month as per prevailing IRCTC policy. In case of requirement to proceed to an outstation in connection with the completion of given assignment, Expenses incurred on account of Travelling, Boarding & Lodging will be reimbursed as per relevant TA-DA Rules.

## **4. Scope of Duties**

During the period of such engagement, the consultant would be required to perform work as assigned by IRCTC/SCZ authorities. Following are the detailed nature of duties to be performed:

- a.** May be deployed on Bharat Gaurav Trains Tour Itineraries, if required for technical & Operational co-ordination.
- b.** He will take care of all technical issues on the running train including Watering/ Fueling/Co-ordination with Railways for Placement, Shunting, Movement etc.
- c.** He will co-ordinate for maintenance of the rakes at Coaching Depots, Yards, Workshops, nominated workshop or Enroute - during the run.
- d.** Any other technical work required to co-ordinate with concerned Railways.
- e.** Any other Work assigned by higher up regarding internal maintenance / inspections of rakes to be done by IRCTC.

## **5. Leave**

The Consultant would be entitled to leave as per Policy of IRCTC.

## **6. Office time and working hours**

Engagement of consultant would be on full time / Shift basis. They will not be allowed to take any other assignment (full time/part time) during the period of engagement in IRCTC. The Consultant may be called on Gazetted holidays, if required.

#### **7. Tax deduction at Source**

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment for which the office will issue TDS certificate.

#### **8. Confidentiality of data and documents**

The engaged consultant shall not utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of the assignment for the office, without the express written consent of the office. The Consultant shall be bound to hand over the entire set of records of assignment to the office before the expiry of the contract, and before the final payment is released by the office.

#### **9. Conflict of interest**

The Consultant engaged by this office, shall in no case represent or give opinion or advice to any matter which is adverse to the interest of the office.

#### **10. Termination of service**

The engagement may be terminated at any time by the office without assigning any reasons by giving one month's notice which can be curtailed/extended depending upon the workload.

#### **11. Guidelines for the submission of the application**

The duly completed applications in prescribed proforma should be submitted so as to reach the office before the closing date. It is also mandatory to send the scanned application form along with enclosures to email ID [teamhrscz@irctc.com](mailto:teamhrscz@irctc.com) on or before the closing date. Any application received after the last date will not be entertained.

The application should be submitted with the copy of retirement notification and PPO duly self certified.

**Annexure - D**

#### **Remuneration**

If a retired Central Govt. employee is having last pay as Rs 86,100/- in level 8, his / her pension will be Rs 43,050/-. And if the retired employee is re- engaged / re-employed, his/her remuneration will be fixed as Rs.43,050/- [Rs 86,100 (-) Rs 43,050] as elaborated in para 6 of the Deptt. of Expenditures OM dated 09.12.2020. On similar, patterns the remuneration in respect of retired PSU as well as the Central Govt. employees who joined service on or after 01.01.2004 & covered under NPS, will be

fixed as 50% of the last pay. The word 'Pay' may be treated as the 'Basic Pay'.

**Sd/-**  
**Deputy General Manager (HRD) / SCZ**