

RR for the post of Director (Admin. and Finance), NCHMCT,
(an Autonomous body under Ministry of Tourism, Govt. of India)

Sl. No	Item	Existing provision	Proposed Amendment provision
1.	Name of the Post	Director (Administration and Finance)	Director (Administration and Finance)
2.	Scale of Pay	Rs.37,400-67,000 (PB 4) + Grade Pay Rs. 8700 Pay Level 13 as per 7 th CPC	Rs.37,400-67,000 (PB 4) + Grade Pay Rs. 8700 Pay Level 13 as per 7 th CPC
3.	Method of recruitment	By Transfer/ Transfer on Deputation	By Transfer/ Transfer on Deputation (with a scope of absorption, if found suitable in performance review during deputation)
4.	Whether post is Selection/Non-Selection	N.A.	Not applicable
5.	Age limit for direct recruits	N.A.	Not Applicable (However the age limit of 56 years for usual deputation be followed. In case of deputation, followed by absorption, the candidate should be at below 55 years on the date of absorption).
6.	Educational and other qualifications for direct recruits	N.A.	Not Applicable (since there is no Direct Recruitment)
7.	Field of Selection in case of Deputation	Officers of the Central Govt. including All India Service and Grade 'A' services/ State Governments/ Autonomous Bodies/ Public Sector Undertakings/ Institute of Hotel Managements/ Food Craft Institutes. • Holding analogous posts or with 3/5 years' service in the posts in the scale	Officers of the Central Govt. including All India Service and other Grade 'A' services/ State Governments/ Autonomous Bodies/ Public Sector Undertakings (those are eligible for Deputation) with following essential educational qualification and experience: Essential Education Qualification: Masters' degree from a recognised University/ Institute. Essential Experience:

Thangar.

कौ. एच. टी. वैफेल/B H T. VAIFEL
अधर सचिव/Under Secretary
पर्यटक मंत्रालय/Ministry of Tourism
भारत सरकार/Govt. of India
नई दिल्ली/New Delhi

	<p>of Rs.1300-1700/ Rs.1100-1600 respectively or equivalent;</p> <p>And</p> <ul style="list-style-type: none"> • Possessing at least 5 years' experience, in personnel administration and finance and accounts matters, preferably relating to educational Institutions. <p>"(period of deputation shall not ordinarily exceed four years)"</p>	<p>Total of at least 15 years' relevant Work experience, out of which 5 years in Higher Educational/ Research Institute/ Regulatory Body/ Govt., handling the personnel, administration, finance and accounts matters,</p> <p>And one of the following:</p> <ul style="list-style-type: none"> a. Holding analogous post on regular basis; OR b. Holding a post carrying pay at Level 12 (as per 7th CPC) or equivalent on regular basis for 3 years; OR <p>Desirable:</p> <ul style="list-style-type: none"> • Qualification in the area of Management or Law; • Experience to work in Computerised environment in the field of Administration/ Legal/ Financial/ Establishment/ College Regulation. <p>Special Note:</p> <ol style="list-style-type: none"> 1. Initial deputation will be for one year and a mandatory performance review will be done for further extension of deputation tenure or for permanent absorption or as the case may be. Total period of deputation shall not ordinarily exceed five years. 2. Any NCHMCT employee fulfilling above criteria, can also apply. In case of selection, a mandatory performance review will be done after one year for further continuation in the post or revert back to the feeder post. 	
8.	Appointing Authority	Not mentioned	Chairman of the Board of Governors of the Council (as per delegation of powers in bye-laws of NCHMCT)

बी. एच. टी. वैहेली/B.H.T. VAIHELI
अत्तर मंत्री/Under Secretary
पर्यटन मंत्रालय/Ministry of Tourism
भारत सरकार/ Govt. of India
नई दिल्ली/New Delhi

Recruitment Rules for the post of Director (Academics), NCHMCT

S.No	Item	Provisions
1	Name of the Post, Number of Post	Director (Academics), NCHMCT Number of Post - 01
2	Scale of Pay and Classification of the post	Pay Level 13, (Equivalent to Group A)
3	Method of recruitment	Direct Recruitment
4	Age limit for direct recruits	Not exceeding 50 years for general category on date of vacancy and 56 years for persons with disability.
5	Tenure of the Post	Age relaxation as per government norms will be applicable for other categories. Relaxable for employees working in autonomous bodies under the Ministry of Tourism upto 5 years in accordance with the instructions or orders issued by the Central Government In addition to the annual performance review, mandatory performance review to be done by the Ministry after completion of 2 years of service. Services may be discontinued in case of unsatisfactory performance. This shall be applicable to all modes of recruitment
6	Whether post is Selection / Non-Selection	Not applicable
7	Essential & Desirable Educational Qualification & Work Experience fulfilling either under category A or category B or category C below	
7.1	Essential & Desirable Education Qualification	<p>Category A</p> <p>Post Graduation from a recognized university (Central State Deemed to be) All equivalent PG from foreign institution)</p> <p>And (+)</p> <p>Full Time Degree Full Time three years Diploma in Hotel Administration / Hospitality Management / Hotel Management / Hospitality Administration / Culinary Arts / Culinary Science with minimum of 55% marks in aggregate or its equivalent grade from</p> <p>(i) NCHMCT OR NCHMCT affiliated institute OR (ii) An institute approved by AICTE OR (iii) An institute approved by the State Board of Technical Education OR (iv) An Institute affiliated to University duly recognized by UGC OR (v) Central State Deemed to be University recognized by UGC OR (vi) Equivalent degree / diploma of foreign university institution recognized by All</p> <p>Desirable Qualification PhD degree</p>

(pt)

7.1.2	Essential Work Experience	In addition to essential educational Qualification, at least 20 years (twenty years) of experience in: <ol style="list-style-type: none"> Teaching (20 years) with minimum 3 years as Head of Department /equivalent and above (Dean or Principal) in an Institute of Hotel Management affiliated with NCHMCT OR institute approved by AICTE OR institute approved by the State Board of Technical Education OR institute affiliated to university, recognized by UGC OR Central/ State/ Deemed to be University recognized by UGC OR Equivalent degree/ diploma of foreign university/ institution recognized by AIU and possessing at least 3 years of administrative experience within the minimum total experience of 20 years. Experience as Principal of recognized Food & Craft Institute will be treated at par with HOD.
8	Period of Probation, if any	One year
9	Composition of Selection Committee	The Selection Committee will consist of: <ol style="list-style-type: none"> Chairperson, BoG, NCHMCT — Chairperson CEO, NCHMCT — Member One of the Industry/subject experts from among the members of the BoG of NCHMCT, to be nominated by the Chairperson — Member One member of SC/ST community to be nominated by Chairperson — Member Any Academician/subject expert as per the discretion of Chairperson — Member
10	Appointing Authority	Government of India, Ministry of Tourism

Approved Revised Recruitment Rules for the post of Director (Studies), NCHMCT
 (Ref. No. AF.1(14)/2013-14 dt. 17.07.2013 of Mof of HRD Division)

Sl. No.	Criteria	Proposed Recruitment Rules
1	Name of the post	Director (Studies)
1	Number of Posts	One
1	Classification	Group 'A'
1	Pay Scale	PB-3, Grade Pay Rs. 7600/-
1	Whether post is Selection/ non-selection	Not applicable
1	Age limit for Direct Recruitment	Maximum 55 years as on the last date of receipt of applications for Direct Recruitment.
1	Education and Other Qualifications for Direct Recruitment	<p>Essential Qualification</p> <p>First class Post Graduate in Hotel /Hospitality / Tourism Management / Administration with 3 years Degree/ Diploma in Hotel / Hospitality Management / Administration from a recognized University/ Council / Institute with minimum 55% marks or its equivalent grade.</p> <p>OR</p> <p>Ph.D in Hotel / Hospitality Management/ Administration.</p> <hr/> <ul style="list-style-type: none"> • 15 years of experience out of which at least 2 years in Hospitality Industry in a reputed hotel and a minimum of 10 years experience in teaching at least one of the following subjects at UG level or above in an AICTE recognized course at a University recognized by the UGC or in an AICTE recognized Institution or in an IHM affiliated to the National Council for Hotel Management and Catering Technology: <ul style="list-style-type: none"> ➤ Food Production/Cookery ➤ Food and Beverage Service ➤ Housekeeping / Accommodation Operations / Accommodation Management ➤ Front Office Operations/Front Office Management <p>Level at which Teaching Experience has been gained:</p> <ul style="list-style-type: none"> • At least five years of experience as a regular Assistant Professor in a UGC recognized University / college / Institution or as a 'Head of the Department (HOD)' at an Institute of Hotel Management affiliated to the National Council for Hotel Management and Catering Technology (NCHMCT).

Whether age and Qualification prescribed for DR will apply in case of Promotion	Not Applicable.
Period of Probation if any	One year for direct recruits
Method of Recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	Transfer on Deputation, failing which by Direct Recruitment.
In case of recruitment by Promotion/ Deputation/ Absorption-Grade from which Promotion/ Deputation/ Absorption	<p>Candidates possessing qualifications/ Experience prescribed for direct recruitment AND</p> <p>i) Holding analogous post in Central Govt./State Govt./ PSUs/ Central or State Autonomous Bodies.</p> <p>ii) Holding a post in the GP Rs. 6600/- (pre revised) or equivalent for minimum of 5 years in Central Govt. / State Govt./ PSUs/ Central or State Autonomous Bodies.</p>
If Departmental Promotion/ Selection Committee exist	<p>Selection Committee:</p> <p>i) Chairperson ,BoG, NCHMCT- Chairperson</p> <p>ii) CEO, NCHMCT- Member</p> <p>iii) One of the Industry / subject experts from among the members of the BoG of NCHMCT, to be nominated by the Chairperson Member</p> <p>iv) One member of SC/ST community to be nominated by Chairperson Member</p> <p>v) Chairperson may call any Academician/subject expert At his / her own discretion. Member</p>

ANNEXURE - III

S.NO.	ITEM	PROVISION
1	Name of the post	Deputy Director
2	No. of Posts	1(One)
3	Scale of Pay	Pay Level 11 (As per 7th CPC) Rs. 67700 - 208700
4	Method of Recruitment	Promotion failing which by Deputation/Short Term Contract
5	If by promotion whether selection post or non-selection post:	Selection post
6	Field of Selection in case of deputationist.	<p>(a). Officers holding</p> <p>(i) analogous posts</p> <p>Or</p> <p>(ii) with 5 years service in posts in the scale of Pay level 10 (As per 7th CPC) Rs. 56100 - 177500) or equivalent.</p> <p>Or</p> <p>(iii) with 8 years service in posts in the scale of Level 7 (As per 7th CPC) Rs. 44900 - 142400).</p>

15/10/2019
17/10/2019

AND

(b) having experience of establishment, budget and accounts matters

Ability to use Computer as an essential qualification

7.	Educational and other qualifications and experience etc. required for Direct Recruits.	N.A
8.	Age limits for Direct Recruits:	N.A
9.	Whether Age limit qualifications, experience etc. applicable to Promotion:	Age limit and qualification - No Experience - 5 years regular service in the grade of Executive Officer (A&F)
10	Appointing Authority	Chairman BoG
11	Method of Selection	For Promotion - By DPC In case of Deputation/ Direct Recruitment/ Short Term Contract method of selection - Through Personal Interview

14/05/2019

Sl. No.	Name of the post	No. of posts	Scale of pay	Method of recruitment.	If by promotion whether selection post or non-selection post.	If in case of salutation in case of deputationist.	Education and other qualifications and experience reqd. for direct recruits.	Age limits for Direct recruits.	Whether age qualification is applicable to promotees.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.

1. Executive Officer Sub (Area. & Fin.) to variation depending upon workload.	700- 40- 900- EB- 40- 1100- 50- 1300- (Revised Pay Scale)	Transfer or deputation/ transfer/ conversion/ taxation/ mission by direct recruitment.	N.A.	Officers in the Central Govt./State Govt./Public Sector Undertakings/ various nomous bodies/ holding analogous post or with similar years' service in the	(i) Graduate (ii) Adequate knowledge of administration and financial rules as applicable in the Govt. preferably in an educational Institution, with at least 7 years' experience.	N.A., exceeding 35 yrs.
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2. 5 th pay Commission Officer	2200- 75- 2800- EB-100- 4000.	Promotion from Officer Superintendent/ Accountant with minimum 5 years service in the grade.	scale of Rs.350-1200 or equivalent and possessing knowledge of administrative and financial rules applicable to the Govt., preferably in Govt. educational Institutes.	(i) Have had Service Management Course from any recognised Institution. (ii) Training in any discipline connecting with the Hotel & Catering Industry.
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3. Considered and in case the departmental candidate is selected for the post, the appointment will be treated as on promotion.

4. Period of deputation shall be mutually agreed upon.

5. Officers having experience relating to hotel management training or officers who have successfully completed the Advanced Management Services Course or training in any discipline connected with the hotel and catering industry, shall be given preference. The Departmental Officer Superintendent/ Accountant with five years' experience in a suitable grad shall also be

-1-

RECRUITMENT RULE FOR THE POST OF EXECUTIVE OFFICER (STUDIES) IN NATIONAL COUNCIL FOR HOTEL MANAGEMENT & CATERING TECHNOLOGY (NCHMCT), AN AUTONOMOUS BODY UNDER MINISTRY OF TOURISM, GOVT. OF INDIA

Name of the post	Number of post	Pay Level	Whether selection or non-selection post	Age limit for direct recruits
1	2	3	4	5
Executive Officer (Studies)	One (1)	Level-10 (pre-revised Grade Pay of Rs. 5400/-)	Not Applicable	35 Years (Relaxable for Govt. officials upto 5 years in accordance with the instructions/ orders issued by the Central Government.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.

2	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by promotion or by deputation/absorption or by direct recruitment and the percentage of the vacancies to be filled by various methods
6	7	8	9	
Essential		Not Applicable	2 years	By Composite method, Promotion plus deputation (including short-term contract), failing which by direct recruitment.
(i) Bachelor degree from a recognized University/Institute and diploma (minimum One year duration) in Hotel Management or PG Diploma/ M.B.A. in Tourism from a recognize institution/ University.				
OR				
3 years degree in Hotel Management from a recognize institution/ University.				
(ii) Adequate knowledge of administrative & financial rules as applicable in Government preferably in educational institutions with minimum of 7 years of experience at supervisory position.				
Note: Qualifications are relaxable at the discretion of the Competent Authority in case of candidate is otherwise well qualified.				

In case of recruitment by promotion/deputation/absorption, grades from which Promotion/deputation/absorption to be made	If a Departmental Promotion Committee exists, what is the composition
10 <u>Promotion</u> Assistant Director (Studies) in NCHMCT with 5 years of service in the grade and successfully completed training of 2 weeks in the field of Administration, Establishment and Accounts.	11 Departmental Promotion Committee (for promotion) 1. CEO, NCHMCT – Chairman 2. Dy. Secretary/ Director of the Administrative Ministry dealing with subject – Member 3. Director (A&F), NCHMCT – Member
<u>Deputation:</u> Officers of Central Govt./ State Govt./ Public Sector Undertakings/ Autonomous Bodies holding analogous post OR with minimum of 2/4/5/10 years of regular service in the grade rendered after appointment thereto on a regular basis in Pay Level-9/8/7/6 respectively or equivalent and possessing the qualifications and experience prescribed for Direct Recruitment under column-6.	Note 1: Prior consultation of the Administrative Ministry will be necessary on each occasion. Note 2: Appointing Authority will be Chairman BOG.
<u>Direct Recruitment:</u> As referred in column-6.	Departmental Promotion Committee (for confirmation) 1. CEO, NCHMCT – Chairman 2. Director (A&F), NCHMCT – Member 3. Director (Studies/ Academics), NCHMCT – Member
Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible of appointment by promotion. Note 2: Period of deputation shall be governed by the rules issued by DoPT from time to time (The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications).	 संदीप सिंह / SANDEEP SINGH दूर्लभ प्रिये/Asst. Director दूर्लभ प्रिये/Ministry of Tourism दूर्लभ प्रिये/Govt. of India दूर्लभ प्रिये/New Delhi

F.No.1(11)/RR/2000-HRD

Government of India

Ministry of Tourism

Recruitment Rules for the various posts of National Council for Hotel Management & Catering Technology (NCHMCT)

ANNEXURE - I

S.NO.	ITEM	PROVISION
1	Name of the post	Assistant Director
2	No. of Posts	1(One)
3	Scale of Pay	Pay Level 7 (As per 7th CPC) Rs. 44900 - 142400
4	Method of Recruitment.	On Deputation, failing which Direct Recruitment / Short Term Contract
5.	If by promotion whether selection post or non-selection post	N.A.
6.	Educational and other qualifications and experience etc. required for Direct Recruits.	<p>Qualifications: Full Time Degree / Full time three years Diploma in Hotel Administration / Hospitality Management / Hotel Management/ Hospitality Administration/ Culinary Arts/Culinary Science with minimum of 55% marks in aggregate or its equivalent grade from :</p> <p>(i) NCHMCT OR NCHMCT affiliated institute OR (ii) An institute approved by AICTE OR (iii) An institute approved by the State Board of Technical Education OR (iv) An Institute affiliated to University duly recognized by UGC OR (v) Central/State/Deemed to be University recognized by UGC. OR (vi) Equivalent degree / diploma of foreign university/ Institution recognized by AIU.</p>

✓ NCHMCT
17/5/2019

	-Ability to use Computer is an essential qualification	
7	Age limits for Direct Recruits	Essential Total 5 years experience out of which 3 years teaching experience in UG and above is compulsory 40 years (Upper age limit is relaxable upto 5 years in case of M.Tech and departmental candidates or as specified for any category by Government of India from time to time)
8	Whether Age limit qualifications etc. applicable to promotion	N/A
9	Eligibility of Deputation	Holding analogous post (in teaching at UG Level) on regular basis
10	Appointing Authority	Chief Executive Officer
11	Method of Selection	In case of Deputation/ Direct Recruitment/ Short Term Contract method of selection - Written test followed by Personal Interview.

✓ 10/10/2015
17/7/2015

ANNEXURE - II

S.NO.	ITEM	Provision
1.	Name of the post	Assistant Director (Technical)
2.	No. of Posts	1(One)
3.	Scale of Pay	Pay Level 7 (As per 7th CPC) Rs. 44900 - 142400
4.	Method of Recruitment:	Direct Recruitment
5.	If by promotion whether selection post or non-selection post	N.A.
6.	Educational and other Qualifications: qualifications and experience etc.	<p>-Full time Bachelor of Computer Application (BCA) from a recognized University/ Institute with minimum of three years experience in Data Management (Data Processing, Data Analysis, Data Preservation and Network Management) in a reputed organization.</p> <p>OR</p> <p>-Full time B.Tech. / BE in Computer Science/ Information Technology from a recognized University/ AICTE approved Institute with minimum of two years experience in Data Management (Data Processing, Data Analysis, Data Preservation, Data Science and Network Management) in a reputed organization.</p>
7.	Age limits for Direct Recruits	<p>Desirable</p> <p>-Experience in Academic Data Management and Network Management in a Recognized Educational Institute.</p> <p>-40 years(Upper age limit is relaxable upto 5 years in case of SC, ST and departmental candidates or as specified for any category by Government of India from time to time.)</p>
8.	Whether Age limit qualifications etc. applicable to promotion:	N.A.

[Signature]
14/05/2019

9 Eligibility of Deputation N/A

10 Appointing Authority Chief Executive Officer

11 Method of Selection Written Test followed by Personal Interview

Recruitment Rules for the post of Sr. Personal Assistant, NCHMCT

Sl. No.	Criteria	Proposed Recruitment Rules
1	Name of the post	Sr. Personal Assistant
2	Number of Posts	One
3	Classification	Group 'B'
4	Pay Scale	Pay Band - 2 Rs. 9300-34800 plus Grade Pay Rs. 4600
5	Whether post is Selection/ non-selection	Selection
6	Age limit for Direct Recruitment	Not applicable
7	Education and Other Qualifications for Direct Recruitment	Not applicable
8	Whether age and Qualification prescribed for DR will apply in case of Promotion	Not applicable
9	Period of Probation if any	Not applicable
10	Method of Recruitment, whether Direct Promotion/ Deputation/ Absorption basis	By promotion failing which by deputation
11	In case of recruitment by Promotion/ Deputation/ Absorption- Grade from which Promotion/ Deputation/ Absorption	<u>Promotion:</u> Stenographers Grade 'C' in the Pay Band 2 with Grade Pay of Rs. 4200 with five years regular service in the grade.

Note 1:

Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

Note 2:

For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission.

Note:

Officers who were holding the post in pre-revised scale of Rs 5,500-9000 on regular basis on 1st January, 2006, will be enabled senior to those who were holding posts in the pre-revised scale of Rs 5,000-8000.

Deputation:

Officers holding the post of Stenographers under the Central Government or Autonomous Body or Post

(b) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) with five years regular service in the Stenographers grade in the Pay Band 2 with Grade Pay of Rs.4200/- or equivalent in the parent cadre or department

Note 1:

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputants shall not be eligible for consideration for appointment by promotion.

Note 2:

The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.

Note 3:

For the purpose of appointment on deputation/absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post or posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.

- i. CEO, NCHMCT - Chairperson
- ii. Director (A&E), NCHMCT - Member
- iii. One Expert to be nominated by Chairperson - Member
- iv. One representative of SC/ST community to be nominated by Chairperson - Member

If Departmental
Committee exist
Promotion/ Selection

Sl. No.	Name of the post	No. of posts	Scale of pay	Method of recruit- ment.	If by promotion whether selection post or non-selc- tion post.	Field of selection in case of depara- tionist.	Education and other qualifi- cations and experience etc. required for direct recruits.	Age limits for recruits (years)	Whether age limits, qualifi- cation etc.	applicable to promotees.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	
19.	Office Superin- tendent.	Sub- ject	500-	Promotion from Asstt./ P.A. with minimum of 5 years experience in the grade failing which by transfer on deputation or by direct recruitment.	Selection "Promo- tion- Asstts./ PAs with 5 years' service in the respective grade.	Graduates of a recognised University with 5 years experience in administration and financial matters.	Upto	Educational qualifi- cations - YES	Age limits - NO	
			(Revised Pay Scale)	Rs.1640- 60- 260/- EB-75- 2900/-	Transfer on deputation:	Officers of the				
					Central Govt./	Public Sector Undertakings/autonomous Bodies/ Institutes of Hotel Management/ Foodcraft Institutes holding analogous posts or with five years' service in posts in the scale of Rs.425-700 or equivalent, and possessing the quali- fications and experience prescribed for direct recruits.	(Period of deputation shall not ordinarily exceed 3 years.)			

5th Pay Commission Scale

Rs.5500-175-9000/-

6th Pay Commission Scale

Rs.9300-34800 + Rs.4200/- (G.I.)

Ability to use Computer as an essential qualification

NATIONAL COUNCIL FOR HOTEL MANAGEMENT AND CATERING TECHNOLOGY, NOIDA

RECRUITMENT RULE FOR THE POST OF 'LECTURER'

S. No.	Item	Provision
1	Name of the Post	Lecturer
2	Scale of Pay	Pay Level 7 (as per 7 th CPC) Grade Pay Rs.4600
3	Method of Recruitment	By Promotion and Direct Recruitment/Short Term Contract in the ratio 3:1
4	Whether post is Selection/Non-Selection	Selection
5	Age limit for Direct Recruits	Not exceeding 40 years. (Upper age limit is Relaxable up to 5 years in case of SC, ST and departmental candidates or as specified for any category by Government of India from time to time)
6	Educational other Qualifications for Direct Recruits	<p>Post Graduation in Hospitality/Tourism or MBA from a recognized University/Institute.</p> <p style="text-align: center;">And(+)</p> <p>Full-time Degree/Full-time 3-Years Diploma in Hotel Administration/Hospitality Management/Hotel Management/ Hospitality Administration/Culinary Arts/Culinary Science with minimum of 55% marks in aggregate or its equivalent grade from:</p> <ul style="list-style-type: none"> i) NCHMCT or NCHMCT affiliated Institute; OR ii) An Institute approved by AICTE; OR iii) An Institute approved by the State Board of Technical Education; OR iv) An Institute affiliated to University duly recognized by UGC; OR v) Central/State/Deemed to be University recognized by UGC; OR vi) Equivalent Degree/Diploma of Foreign University/ Institution recognized by AIU. <p><u>Desirable Qualification:</u> Ph.D. Degree</p> <p style="text-align: center;">AND</p> <p><u>Essential Experience</u></p> <p>At least 5 (five) years teaching experience in the grade of Assistant Lecturer or equivalent (at UG level program) from an Institute affiliated to NCHMCT/AICTE/SBTE/Recognized University.</p> <p style="text-align: center;">OR</p> <p>At least 7 (seven) years total experience (teaching and industry together) including 3 years experience in Teaching/ Training of a 3 star/Heritage or above category approved hotel.</p>
7	Whether age and educational qualifications prescribed for Direct Recruits will apply in the case of Promotion	No
8	Eligibility for Promotion	At least 5 years of service in the grade of Assistant Lecturer-cum-Assistant Instructor rendered after appointment thereto on a regular basis.
9	Appointing Authority	Board of Governors.
10	Method of Selection	For Promotion – DPC For Direct Recruitment/Short Term Contract – Skill Test and Written Test.

S.No.	Name of the post.	No. of posts.	Scale of pay	Method of recruitment	If by promotion	selection in case of deputation	experience etc. required for direct recruits.	recruits (years)	etc. etc.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
11. Accountant									

1 Rs.500-20 By transfer N.A.
 Subject 700-EB- on deputation/
 to 25-900 transfer failing which
 variation deputing by direct
 depending recruitment.
 upon work load.

(Revised
Pay Scale):
 Rs.1640-60-
 2600-EB-
 75-2900.

Transfer on
 deputation/
 transfer
 (1)SAS
 (Subordinate
 Accounts
 Service)
 Accountants
 from any of
 the certi-
 fied
 Accounts
 Dep'tments.

Graduate in
 Commerce with
 five years
 experience in
 Commercial
 Organisation or
 educational
 Institutions or
 a Govt. in-
 ment Office or SAS
 Accountant w/ an
 two years' ex-
 perience in
 the establish-
 ment matters.

(2) Assistants
 will be
 of SAS
 or
 or
 3
 in Govt. Dep't.
 in service
 and having under-
 gone training in Cash and Accounts at
 Institute of Secretariat Training or
 similar

5th Pay Commission Scale

Rs. 5500-15-9000/-
 6th Pay Commission Scale
 Rs. 9300-34800 + Rs. 4200/- (G)

Ability to use Computer as an essential qualification

Sl. No.	Name of the post.	No. of posts	Scale of pay	Method of recruit- ment.	If by promotional selection whether selection post or non-select- tion post.	Field of selection other qualifi- cation and in case of depu- tationist. required for recruit- ment.	Age limits a for 1 of depu- tationist. required for recruit- ment.	direct recruit- ts(Yrs)
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1.	2.	3.	4.	5.	6.	7.	8.	9.
12.	Assistant subject to variation depending upon work- load.	R.425-15-	R.500-EI- 15-560- 20-700- 25-25- 800	50% by promo- tion failing which by transfer on deputation, and 50% by transfer on deputation/ transfer faili:; which by direct recruitment.	Non- Selection LDCs with 10Yrs. regular service in the grade.	"Promotion" Graduate of 10Yrs. recognised University with atleast five years office experience.	Upto Graduate of 30 Yrs. regular University with atleast five years office experience.	PRC

(Revised
Pay Scale)
Rs.1400-40-
1500-50-
2300-6B-
60-2600.

5th Pay Commission Scale

Rs 5000-150-8000/-

6th Pay Commission Scale

Rs. 4300-340-6 + 1000(6)

holding analogous posts or with
a similar rating, and salary of
Rs. 330-560 or equivalent, and

possessing the qualifications and
experience prescribed for direct
recruits in Col.

"(Period of a
nearly not ex-
ceeding three years)

RECRUITMENT RULE FOR THE POST OF 'LIBRARIAN' & Info. Assistant

S. No.	Item	Provision
1	Name of the Post	Library and Information Assistant
2	Scale of Pay	Pay Level 6 (as per 7 th CPC) Grade Pay Rs.4200
3	Method of Recruitment	By Promotion from Asstt. Librarian with a minimum of 5 years service in the grade, failing which by Direct Recruitment.
4	Whether post is Selection/Non-Selection	Selection-cum-Seniority
5	Educational and other Qualifications and Experience for Direct Recruitment	<p><u>Essential Qualifications</u> Degree in Library Science from a recognized University or Graduate with Diploma in Library Science from recognized University with 3 years experience of working in a Library.</p> <p><u>Desirable</u> Certificate Course in Computer</p>
6	Age limit for Direct Recruitment and Deputation	Not exceeding 30 years. (Relaxable up to 5 years in the upper age limit for SC, ST, departmental candidates and as specified for other categories by Govt. of India from time to time)
7	Whether age limit, qualifications applicable for promotes	Age: No Educational qualifications: Yes
8	Appointing Authority	Chief Executive Officer, NCHMCT

1. Category

2. No.

1. Name of the post
2. Number of Posts
3. Classification
4. Pay Scale
5. Whether post is Selected or non-selection
6. Age limit for Direct Recruitment
7. Education and Other Qualifications for Direct Recruitment
8. Whether age and Qualification prescribed for DR will apply in case of Promotion
9. Period of Probation if any
10. Method of Recruitment, whether Direct Promotion/ Deputation/ Absorption basis
11. In "case of" recruitment by Promotion Deputation/ Absorption Grade from which Promotion, Deputation/ Absorption

2. Proposed Recruitment Rules

Stenographer Grade C
One
Group C
Pay Band-2 Rs. 9,100 - 18,000 G.P.Rs. 125/-
Selection
Not applicable
Not applicable
Not applicable

Two years for promotees
By promotion falling which by deputation

Promotion:

Stenographers Grade D in the Pay Band I with Grade Pay of Rs. 14000 with ten years regular service in the grade.

Note 1:

Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their junior who have already completed such qualifying or eligibility service.

Note 2:

For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission.

Deputation:

Officers holding the post of Stenographer under the Central Government or Autonomous Body or PSU

(a) (i) holding analogous post on regular basis in the parent cadre or department or;

Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: Period of deputation including the period of deputation in another exadie post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.

Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be on the service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any up-gradation.

12. If Departmental Promotion/ Selection Committee exists, what is its composition.

- i. CIO, NCHMCT - Chairperson
- ii. Director (A&F), NCHMCT - Member
- iii. One Expert to be nominated by Chairperson - Member
- iv. One representative of SC/ST community to be nominated by Chairperson - Member

Shankar

15.

SL.	Criteria	III Proposed Recruitment Rules
1.	No.	Stenographer Grade D
2.	Name of the post	One
3.	Number of Posts	
4.	Classification	Group 6
5.	Pay Scale	Pay Band-1 Rs 5200-20200, GP Rs 2400
6.	Whether post is Selection/ non-Selection	Not applicable
7.	Age limit for Direct Recruitment	Between 18 and 27 years (Relaxable for Government servants up to 30 years in accordance with instructions of order issued by the Central Government from time to time)
8.	Education and Other Qualifications for Direct Recruitment	Note: The crucial date for determining the age limit shall be as advertised by the NCHMCT (i) 12 th pass or equivalent from a recognized Board or University (ii) Skill test Norms (iii) Dictation 10 Minutes @ 80 words per minutes Transcription: 50 minutes in English, 65 minutes in Hindi (on computer)
9.	Whether age and Qualification prescribed for DR will apply in case of Promotion	Not applicable
10.	Period of Probation if any	Two years
11.	Method of Recruitment, whether Direct Promotion/ Deputation	By direct recruitment.
12.	In case of recruitment by Promotion/ Deputation Absorption Grade from which Promotion/ Deputation Absorption If Departmental Promotion Selection Committee exist	Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation from the officials of the Central Government holding analogous posts on regular basis and possessing the qualifications prescribed for direct recruits in column (7). Not applicable Group C Departmental Promotion Committee (for confirmation) i. CEO, NCHMCT - Chairperson ii. Director (A&I), NCHMCT - Member iii. One Expert to be nominated by Chairperson - Member iv. One representative of SC/ST community to be nominated by Chairperson - Member



NATIONAL COUNCIL FOR HOTEL MANAGEMENT & CATERING TECHNOLOGY
NEW DELHI

RECRUITMENT RULES FOR THE POST OF CASHIER (U.D.C.)

S.No.	Designation	Scale of of the Post	Method of recruitment	If by promotion whether selection or non-selection	Educational and other qualifications and experience etc. required for direct recruits.	Age limits for direct recruits (Years)	whether qualif direct recruits apply promoti
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

16.	Cashier (U.D.C.)	1200-30-1560 EB-40-2040 Plus Cash Allowance As per rules.	By promotion from Lower Division Clerk with a minimum service of 8 years in the grade failing which by direct recruit- ment.	Selection	1. Essential qualification: Commerce Graduate of recognised University with at least 3 years Office experience preferably in Govt. Office, Educational Institution.	22-30	
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5th Pay Commission Scale

Rs 4000-100-6000

6th Pay Commission Scale

Rs. 5200-20200+ Rs 2400 (GP)

Desirable:

Working speed in
typewriting.

Ability to use Computer as an
essential qualification.

Sl. No.	Name of post	No. of posts	Scale of pay	Method of recruitment	If by promotion whether selection post or non-selection post.	Field of selection in case of deputationist.	Education and other qualification and experience etc. required for direct recruits/deputationists.	Age limits for direct recruits (yrs.)	What are age limits, qualifications etc. applicable to promotedees.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.

IV LDC 3, subject Rs. 260-6- Direct N.A.
varia- 290-EB- recruitment
depend-6-326-
ing upon EB-8-
work load. 390-10-
400.

(Revised
Pay Scale)

Rs. 950-20-
1150-
EB-25-
1500.

5th Pay Commission Scale

Rs 3050-75-3950-80-4590/-

6th Pay Commission Scale

Rs. 5200-2020 + Rs. 1900/- (GP)

Essential: 18-25 years N.A.
10th of 10+2 system or equivalent with a typing speed of 30 w.p.m. with atleast one year expd. in the field.

Desirable: Working knowledge of Hindi and Hindi Typewriting.

Ability to use Computer as an essential qualification.

post	post	of	post	of	selection	other qualifi-	age	age
post	posts	pay	post	post	selection	experience	limits	limits
					whether of depu-	etc. required	for direct	qualifi-
					tation- ist.	for direct	recru- uits	cations
			post		recruits/		(Wrs).	etc.,
			or non-		deputationists.			appli-
			selec-					cable
			tion					to pro-
			post.					mccles.

5th Pay Commission Scale

Rs. 3050-75-3950-80-4590

6th Pay Commission Scale

$$\overline{p_{5200} - p_{1900} + p_{1900}}(GP)$$

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
16/- Peons/- 10/- Safai- 21/- ucl-/- Watch- men.	6	196-1- Subject 220-1-8- to 3-232- variation depending upon work- load.	Direct recruit- ment.	N.A.	N.A.	For Peon: 8th Class Pass.	18-25 Years.	N.A	Desirable: Experience of 1 year.
<i>Early Posts</i>		<i>revised Pay Scale)</i> 4,750-12- 870-EP. 14-34.				For Watchman: Primary school pass.			
						Desirable: Ex-service-man. Safai-walas: Primary school pass.			

5th Pay Commission Scale

Rs 2550-55-2660-60 3200/-

6th Pay Commission Scale

Rs. 5800-20200 + Rs 1800 (GP)

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jment

late

or in a