

**Government of India
Ministry of Tourism
(Human Resources Development Div.)**


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New Delhi -110001**

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Notice seeking comments of the public/stakeholders in respect of draft Recruitment Rules for different posts in the Indian Culinary Institute, Tirupati under the Ministry of Tourism , Govt. of India

A copy of the draft Recruitment Rules (RRs) for different posts in the Indian Culinary Institute, Tirupati is placed below. Views/Comments of the public/stakeholders are being sought in this regard and the same may be sent to the undersigned by 12th May, 2022.


27/4/2022
(RN Bharti)

Under Secretary (HRD)
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Indian Culinary Institute

(Government of India, Ministry of Tourism)

Recruitment Rules 2019

Preamble:

Initial Posts Sanctioned vide M/o Finance (D/o Expenditure) I.D. No. 830588/2018/E.Coord.I dated 16.07.2018 are as under:

S.N	Name of Post	Pay Scale	No. of posts sanctioned
1	Director	PB-4 + Rs.10,000/-	01
2	Professor	PB-4 + Rs.10,000/-	03
3	Associate Professor	PB-4 + Rs.9,000/-	06
4	Assistant Professor	PB-3 + Rs.6,000/-	08
5	Administrative Officer	PB-3 + Rs.5,400/-	01
6	Assistant Administrative Officer	PB-2 + Rs.4,200/-	01
7	Accountant	PB-2 + Rs.4,200/-	01
8	Upper Division Clerk/ Store Keeper/ Cashier	PB-1 + Rs.2,400/-	02
9	Lower Division Clerk	PB-1 + Rs.1,900/-	04
10	Librarian	PB-1 + Rs.2,400/-	01
11	Assistant Librarian	PB-1 + Rs.1,900/-	01
12	Steno	PB-1 + Rs.2,400	02
		TOTAL	31

1 Short title, Application and Commencement:

- 1.1 These Rules will be called as ICI Recruitment Rules of academic and non-academic posts. They shall come in to force with immediate effect.

2 Appointment :

- 2.1 The minimum qualification for appointment and other service conditions of academic and non-academic posts shall be as provided in **Annexure – I**.

3 Classification of Posts:

S. No.	Posts	Classification
1.	Posts carrying a Grade Pay of Rs. 5,400/- and above (as per the pay structure of 6 CPC, which may be replaced with matching revised grade pay/ pay scale in case of any revision by subsequent pay commission)	Group A
2.	Posts carrying a Grade Pay of Rs. 4,200/- and above but below Rs. 5,400/- (as per the pay structure of 6 CPC,	Group B

	which may be replaced with matching revised grade pay/ pay scale in case of any revision by subsequent pay commission)	
3.	Posts carrying a Grade Pay of Rs. 1,800/- and above but below Rs. 4,200/- (as per the pay structure of 6 CPC, which may be replaced with matching revised grade pay/ pay scale in case of any revision by subsequent pay commission)	Group C

4 Pay Scales, Fixation formula and Minimum as well as Maximum Age etc :

- 4.1 (a) The Pay Scales as per the 6th CPC and 7th CPC (which is changeable in the corresponding grade on any subsequent CPC) as mentioned against each posts at Annexure – I.
- (b) Other allowances as admissible to the similarly placed Central Government Officers stationed at the place where the Unit is located (along with changes of allowance made if any by the Central Government from time to time) will also be applicable to the posts.
- 4.2 (a) Regarding fixation of pay on initial appointment, the minimum pay is mentioned against each post at **Annexure – I** should be followed. Further fixation of pay on career advancement/ promotion should be made as per the CCS (Pay) Rules of Government of India.
- 4.3 (a) Entry age in the service (Each post) as mentioned in **Annexure – I** against each post must be followed strictly to offer a regular appointment. Age of normal superannuation of a regular appointee will be 60 years.
- (b) Subject to the availability of vacant position as well as fitness (in terms of physical, mental and knowledge/ skill and expertise) of the incumbent, can be re-employed on contractual appointment without restriction of minimum age, even beyond the age of superannuation and up to the age of **seventy years** against teaching position.

Provided that all such re-employment shall be strictly with the approval of competent authority on a justified and genuine reason.

5 Filling up of Vacancies

Vacancies shall be filled up by one or more of the following method as mentioned in the Annexure – I. However the procedure to be followed in each method is as under:

5.1 Direct Recruitment:

While filling up of a vacancy through direct recruitment, the prescribed eligibility conditions as mentioned against each post at Annexure – I should be followed strictly. A scrutiny of all the applications received, must be done through a committee comprising of at least 3 members as under:

(a) **For the post of Director and other Teaching Faculties of the ICI-**

(i)	Director/ Dy. Secretary/ Dy. DG of HRD Division of the Ministry of Tourism	Chairman
(ii)	Representative of NCHMCT	Member
(iii)	BoG Chairman's nominee	Member
(iv)	Administrative Officer or Asst. Administrative Officer of the Institute	Member Secretary

(b) **For all other posts-**

(i)	Nominee of Director ICI	Chairman
(ii)	Nominee of the Chairman on BoG	Member
(iii)	Administrative Officer or Asst. Administrative Officer of the Institute	Member Secretary

Where the number of applicants are more than five times of the number of vacancies, a short listing may be done through a written test. Then the shortlisted candidates are interviewed by the selection committee. However, the directive of Govt. of India in this regard, if any, be followed.

If the selection is made through written test, followed by personal interview, a weightage of not less than 80% should be given to the written test in the final selection. Therefore, the written can be conducted for 80 marks and the interview as well as Skill test for 20 marks. Final selection should be made on the basis of total marks (written + interview and skill test) obtained by the candidate. Where conducting of interview is not permitted, as per the Govt. of India directive, the written test can be for 100 marks. Where the skill test is required, the written test would be of 80 marks and skill test for 20 marks.

5.2 Promotion:

Promotion shall be made and the method of promotion (either Selection or Non Selection) shall be followed as per the provision in the Recruitment Rule in Annexure – I. Procedure of promotion in the different methods are to be followed as under:

(a) **Promotion by Selection Method**

In promotion by selection method, merit comes first and then seniority. Therefore the feeder cadre employees available in the zone of consideration should be assessed on a fair, just and non-discriminatory evaluation of APAR or any other Assessment report, if maintained for the preceding five years only in all cases.

The DPC shall determine the merit of those being assessed for promotion with reference to the prescribed benchmark as per DoPT guidelines and make an inter se seniority list of all those fulfilled the prescribed benchmark. DPC then grade the officers as 'fit' or 'unfit' only. There shall be no supersession in promotion among those are graded 'fit'.

(b) Promotion by Non Selection method

Promotions are made by non-selection method on the basis of seniority-cum-fitness. Therefore, there is no comparative evaluation of the officer's merit as do in selection method. Promotion should be made on the basis of seniority from the feeder cadre, who fulfils the eligibility criteria of promotion and if otherwise not fit for promotion. The DPC will categories the officers 'fit' or 'not yet fit'.

(c) For Group A posts the Departmental Promotion Committee will consist of:

(i)	Chairman E & FC of ICI	Chairman
(ii)	Joint Secretary Level officer (Tourism) Govt. of India (looking after HRD in MoT) or his/her nominee (without which the quorum shall not be completed)	Member
(iii)	Director of ICI (without which the quorum shall not be completed)	Member
(iv)	One officer from reserved category (not bellow the rank of Director of Govt. of India) to be nominated by the Chairman E & FC	Member
(v)	Administrative Officer of ICI	Member Secretary

(d) For other posts the Departmental Promotion Committee will consist of:

(i)	Director, ICI or his nominee (not bellow the rank of Professor)	Chairman
(ii)	Representative of Ministry of Tourism, Govt. of India (without which the quorum shall not be completed)	Member
(iii)	Regional Director Tourism, Govt. of India	Member
(iv)	One officer from reserved category (not bellow the rank of Under Secretary of Govt. of India) to be nominated by the Chairman, DPC	Member
(v)	Administrative Officer or Asst Administrative Officer	Member Secretary

6.3 Transfer on Deputation:

Filling up of the vacancies be made by transfer on deputation terms if such provision is mentioned in the Annexure – I. Deputation of a person can be made from the Central Government, State Government, Public Sector Undertakings and Autonomous Bodies fully owned by either Central or State Government. However the procedure to be followed as per the DoPT guidelines for deputation. The period of deputation shall be subject to a maximum of three years in all cases except for those posts where a longer period of deputation is required and that too with the permission of the competent authority. The deputationist can opt to draw the pay scale attached to the deputed post or the pay scale of his/ her parent post plus applicable deputation allowance. Other terms of appointment on deputation will be regulated by the DoPT

guidelines in this regard.

7 Direct Recruitment :

- 7.1 The direct recruitment to the posts of Teaching Faculty in the ICI shall be on the basis of merit and applications to be called through all India advertisement and then selections by the duly constituted Selection Committees as per the provisions made under these Rules. The composition of such committees is prescribed as under.

(a) **For the post of Director, the search-cum-selection committee will consist of:**

(i)	Secretary (Tourism) Govt. of India (No nomination will be allowed)	Chairman
(ii)	Joint Secretary Level officer (Tourism) Govt. of India (looking after HRD Div. in MoT) or his/her nominee (without which the quorum shall not be completed)	Member
(iii)	Financial Advisor, Ministry of Tourism, Govt. of India or his/her nominee	Member
(iv)	CEO of NCHM	Member
(v)	Representative of Industry in the BoG to be nominated by the chairman	Member
(vi)	Culinary expert in the BoG to be nominated by the chairman	Member
(vii)	An eminent academician in the Hospitality/ Culinary field, not bellow the rank of Vice Chancellor of an University or eminent personality from the hospitality industry having sufficient academic exposures to be nominated by the Chairman	Member
(viii)	One officer from reserved category (not bellow the rank of Director of Govt. of India) to be nominated by the Chairman	Member

Administrative Officer of ICI will function as coordinator in the Committee for selection of posts.

(b) **For the other teaching posts, the selection committee will consist of:**

(i)	Chairman E&FC or his/ her nominee, not bellow the rank of Addl. Secretary to the Govt. of India	Chairman
(ii)	Joint Secretary Level officer (Tourism) Govt. of India (looking after HRD in MoT) or his/her nominee (without which the quorum shall not be completed)	Member
(iii)	Director of ICI	Member
(iv)	Representative of Industry in the BoG	Member
(v)	Catering expert in the BoG	Member
(vi)	One officer from reserved category (not bellow the rank of Director of Govt. of India) to be nominated by the BoG	Member

Administrative Officer of ICI will function as coordinator in the Committee for

selection of posts.

- (c) **For the Group A and B non-teaching posts, the selection committee will consist of:**

(i)	Director, ICI	Chairman
(ii)	Joint Secretary Level officer (Tourism) Govt. of India (looking after HRD in MoT) or his/her nominee (without which the quorum shall not be completed)	Member
(iii)	Financial Advisor, Ministry of Tourism, Govt. of India or his/her nominee	Member
(iv)	One expert to be nominated by the Chairman of E & FC	Member
(v)	One officer from reserved category (not below the rank of Dy. Secretary of Govt. of India) to be nominated by the Director, ICI	Member

- (d) **For the Group C non-teaching posts, the selection committee will consist of:**

(i)	Director ICI	Chairman
(ii)	Representative of Ministry of Tourism, Govt. of India (without which the quorum shall not be complete for NCHM-IIH and Chapters sponsored by Central Government)	Member
(iii)	Regional Director Tourism, Govt. of India or his/ her nominee	Member
(iv)	Administrative Officer of ICI	Member
(v)	One officer from reserved category (not below the rank of Section Officer of Govt. of India) to be nominated by Director ICI	Member

- 7.2 (a) The minimum requirements of a good academic record, 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the master's level and qualifying in the National Hospitality Teachers Eligibility Test (NHTET) conducted by NCHM for Assistant Professor (Lecturer) .

- (b) **NHTET shall be the minimum eligibility condition for recruitment and appointment Assistant Professor**

Provided however, that candidates, who are or have been awarded a Ph. D. Degree in related subject, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NHTET for recruitment.

- 7.3 A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/Scheduled Tribe/Differently-abled categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks

without including any grace mark procedures.

- 7.4 Vacancies in various categories of posts shall be subject to such reservations for representation of Scheduled Casts, Scheduled Tribes, OBCs, Differently-abled categories or any other categories of persons as may be specified from time to time by Government of India or State Governments, as the case may be, as applicable.
- 7.5 The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions based on the Academic Performance. In order to make the system more credible, ICI may assess the ability for teaching and/or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research and also in the practical class at the interview stage. These procedures can be followed for direct recruitment.
- 7.6 (a) While assessing the academic performance of the applicant for the teaching posts, publications made by them in peer reviewed journals may be considered along with the following guidelines.
- (b) Besides the indexed publications documented by various discipline-specific databases, the Chapter concerned shall draw through committee(s) of subject experts and ISBN / ISSN experts: (a) a comprehensive list of National /Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals / periodicals / official publication volumes of language bodies and upload them on the website which are to be updated periodically.
- (c) At the time of assessing the quality of publications of the candidates during their appointments/promotions, the selection committees shall have to be provided with the above lists which could be considered by the selection committees along with the other discipline-specific databases.
- (d) The ICI shall constitute a Committee as soon as practicable, in so far as acceptability of the (list of) Indian language journals so developed to arrive at equivalence in quality of such publications with otherwise accepted and recognized journals.
- 7.7 A candidate for appointment on regular basis in ICI:-
- (i) Must be a citizen of India.
- OR
- (ii) Must belong to such categories of persons as may, from time to time, be notified in this behalf.
- 7.8 A candidate selected for appointment in ICI shall be required to produce a medical certificate of fitness before appointment, from a Medical Board for Group 'A' posts and Civil Surgeon/ Asst. Civil Surgeon of a Govt. Hospital for Group 'B' and 'C' posts. This condition could be relaxed in those cases where the person is already in Government/ PSUs/ Universities, who have already undergone such medical

examination and apply for a new post at ICI through the present employer.

- 7.9 Appointing Authority shall satisfy itself that the character and antecedents of the candidates selected for first appointment are such as do not render him/her unsuitable for appointment. The criteria, procedure and suitability for appointment would be the same as applicable for Government service.

8 Other General Conditions for Appointment

8.1 Period of Probation

- (a) Period of Probation for the direct recruits shall be for the period as mentioned in column 9 of the Recruitment Rules in Annexure - I
- (b) Period of Probation for promotes either in the same service group or to the higher service group shall be one year only.
- (c) The appointing authority may extend the probation period for a maximum period of one year if feels to do so. In no case extended probation period shall be more than the double of the original probation period. At any time during the probationary period, the service can be terminated (in case of direct recruits) or can be reverted to the original posts (in case of promotes) without any notice or without assigning any reason.
- (d) On successful completion of the probation period, the service may be regularised on recommendation of the DPC in view of the assessment of the officer during the probationary period.

8.2 Training

- (a) Training and practice makes a person perfect. On that principle the ICI will conduct training separately for the similar group of employees from time to time. Such training programme will be announced well in advance for reorientation and update their knowledge and improve their skill for efficient discharge of their duties.
- (b) The teaching faculties have to undergo some compulsory training in addition to above training programmes.
 - ❖ On joining as Assistant Professor, they have to undergo an induction programme of a short duration in the respective Campus of ICI and for which the ICI will framed a guideline.
 - ❖ On completion of their probation period, they has to undergo a Teacher training programme to be decided by ICI.
 - ❖ In addition to that, they have to participate in various projects, workshops and seminars.

Annexure - I

S No	Item	Particular
1	Name of the Post	Director (ICI)
2	Number of posts	One
3	Classification	Equivalent to Group 'A'
4	Pay Scale	PB-4- Rs.37,400-67,000 + Grade Pay Rs.10,000 As per 7 th CPC in Pay in Academic level 14 (Rs.144200 – 218200) Special Allowance Rs.5,000 per month additional
5	Whether post is Selection/ non-selection	NA
6	Age limit for Direct Recruitment	<p>Minimum of 45 years& not exceeding 60 years for general category on the date of vacancy. Fixed tenure of maximum upto 5 years, subject to maximum age of 65 years for Direct Recruitment / Deputation / Short term contract.</p> <p>However, any incumbent can re-apply for 2nd or subsequent tenure if he or she is within the age limit.</p> <p>In addition to the annual performance review, mandatory performance review to be done by the Ministry of Tourism 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.</p>
7	Essential Educational Qualification, Desirable Educational Qualification & Work Experience under Category A, Category B& Category C below:	
7.1	Category A	
7.1.1	Essential & Desirable qualification	<p>1. Post Graduate from a recognised university (central/state/deemed to be/AIU equivalent PG from foreign institution)</p> <p style="text-align: center;">AND (+)</p> <p>2. Full time degree/ full time 3 years diploma in Hotel Administration/ hotel Management/ Hospitality Administration/ Hospitality Management/Culinary Arts/Culinary Science/ Commerce/ Economics / Technology with minimum of 55% marks or its equivalent grade from :</p> <p>a) NCHMCT or NCHMCT affiliated institute OR b) An institute approved by AICTE OR c) An institute approved by State board of Technical Education OR</p>

		<p>d) An Institute having statutory authority to award degree</p> <p>e) An institute affiliated to University recognized by UGC</p> <p>OR</p> <p>f) Equivalent degree/diploma of foreign university/institution recognized by AIU</p> <p>3. Desirable:</p> <p>a) Ph.D in Hotel/ Hospitality Management/ Management/ Tourism Management (Culinary/ food Production related Topic).</p> <p>b) Having Culinary related publications in reputed/peer reviewed Journals at his/her credit.</p> <p>c) Special knowledge of tourism/hospitality/Culinary</p>
7.1.2	Work Experience	<p>a) 20 years of working experience. Out of which at least 5 years in Food Production/ Culinary Art in a University or in a reputed/ recognised Educational Institute not below the rank equivalent to the pay scale with Grade Pay Rs.8700</p> <p>OR</p> <p>At least 2 years as Executive Chef in a hotel, classified under not below 4 star or Heritage/Legacy category/equivalent level of hospitality setup.</p> <p>b) Extensive field level experience in Food Production and Management/Revenue Management</p> <p>c) Out of total experience of 20 years, at least 5 years' experience in handling Administrative matters, Establishment matters.</p> <p>d) Desirable: Curriculum and Academic programme designing etc. in a University or in a reputed/ recognised Institute of Hospitality management (UG / PG level).</p>
7.2	Category B	
7.2.1	Essential & Desirable qualification	<p>1. Two Year full time Post Graduate Degree / Post Graduate Diploma in Management/Tourism from a recognized University under UGC or approved by AICTE / Equivalent degree/diploma of foreign university/institution recognized by AIU with minimum of 60% marks in aggregate or its equivalent grade.</p> <p>2. Desirable Qualification: Ph.D. Degree</p>
7.2.2	Work Experience	<p>Minimum 20 years working experience including :</p> <p>At least 5 years as GM in a minimum 4 star or Heritage/Legacy classified category hotel</p>

		<p>OR</p> <p>At least 5 years as Executive Chef or above in a minimum 4 star or Heritage/Legacy classified category hotel</p> <p>AND</p> <p>Minimum 5 years experience in handling Administrative matters.</p>
7.3	Category C (for Deputation)/Contract	
7.3.1	Essential & Desirable qualification	<p>1. Post Graduate from a recognised university (central/state/deemed to be/AIU equivalent PG from foreign institution)</p> <p>AND (+)</p> <p>2. Full time degree/full time 3 years diploma in Hotel Administration/ hotel Management/ Hospitality Administration/ Hospitality Management/Culinary Arts/Culinary Science/ Management/ Economics/ Commerce/Technology with minimum of 55% marks or its equivalent grade from :</p> <p>a) NCHMCT or NCHMCT affiliated institute OR b) An institute approved by AICTE OR c) An institute approved by State board of Technical Education OR d) An institute affiliated to University recognized by UGC OR e) Equivalent degree/ diploma of foreign university/ institution recognized by AIU</p> <p>3. Desirable :</p> <p>a) Ph.D in Hotel/ Hospitality Management (Culinary/ food Production related Topic).</p> <p>b) Having Hospitality related publications in reputed/peer reviewed Journals at his/her credit.</p> <p>c) Working in Institutes/Setup of Culinary Art</p>
7.3.2	Work Experience	<p>Officers from Government/ PSUs /Autonomous Bodies/ Government Institutions/ Universities/other Government bodies of related field holding analogous post in Pay Level 14 or its equivalent in Govt./ PSUs/Autonomous Bodies OR working experience of minimum 3 years in pay Level 13 AOR working experience of minimum 5 years in pay Level 13 or its equivalent in Govt/ PSUs/Autonomous bodies.</p>

8	Whether age and educational qualifications prescribed for direct recruitment will apply in case of promotion	NA
9	Period of probation if any	2 years for Direct Recruitment. 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 the all modes of recruitment.
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	Direct Recruitment/ Deputation / Short Term contract. The post is tenure based for a maximum period of 5 years. Re-appointment may be considered after due process.
11	If a departmental promotion committee exist, what is the composition	Search-cum-selection committee as per provision in the Recruitment Rules
12	Appointing Authority	Ministry of Tourism, Government of India

S No	Item	Particular
1	Name of the Post	Professor
2	Number of posts	Three
3	Classification	Group 'A'
4	Pay Scale	PB-4- Rs.37,400-67,000 + Grade Pay Rs.10,000 As per 7 th CPC in Pay in Academic level 14 (Rs.144200 – 218200)
5	Whether post is Selection/ non-selection	Selection
6	Age limit for Direct Recruitment	<p>Minimum of 45 years & not exceeding 60 years for general category on the date of vacancy. Fixed tenure upto 5 years subject to maximum age of 65 years for Direct Recruitment / Deputation / Short term contract.</p> <p>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> <p>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 the all modes of recruitment</p>
7	Essential Educational Qualification, Desirable Educational Qualification & Work Experience under Category A, Category B & Category C below :	
7.1	Category A	
7.1.1	Essential & Desirable	1. Post Graduate from a recognised university

	qualification	<p>(central/state/deemed to be/AIU equivalent PG from foreign institution)</p> <p>AND (+)</p> <p>2. Full time degree/ full time 3 years diploma in Hotel Administration/ hotel Management/ Hospitality Administration/ Hospitality Management/Culinary Arts/Culinary Science with minimum of 55% marks or its equivalent grade from :</p> <p>a) NCHMCT or NCHMCT affiliated institute OR b) An institute approved by AICTE OR c) An institute approved by State board of Technical Education OR d) An institute affiliated to University recognized by UGC OR e) Equivalent degree / diploma of foreign university/ institution recognized by AIU</p> <p>2. Desirable: a) Ph.D in Hotel/ Hospitality Management (Culinary/ Food Production related Topic). b) Having Hospitality related publications in reputed/peer reviewed Journals at his/her credit.</p>
7.12	Work Experience	<p>Minimum 20 years working experience either in Hotel Industry or in Teaching or together, including :</p> <p>At least 5 years as Executive Chef/GM or above in a minimum 4 star or Heritage/Legacy classified category hotel</p> <p>AND</p> <p>Minimum 5 years experience in handling Administrative matters.</p>
7.2	Category B	
7.2.1	Essential & Desirable qualification	<p>1. Post Graduate from a recognised university (central/state/deemed to be/AIU equivalent PG from foreign institution)</p> <p>AND (+)</p> <p>2. Full time degree/d full time 3 years diploma in Hotel Administration/ hotel Management/ Hospitality Administration/ Hospitality Management/Culinary Arts/Culinary Science with minimum of 55% marks or its equivalent grade from :</p>

		<p>a) NCHMCT or NCHMCT affiliated institute OR b) An institute approved by AICTE OR c) An institute approved by State board of Technical Education OR d) An institute affiliated to University recognized by UGC OR e) Equivalent degree / diploma of foreign university/ institution recognized by AIU</p> <p>2. Desirable: a) Ph.D in Hotel/ Hospitality Management (Culinary/ Food Production related Topic).</p>
7.2.2	Work Experience	<p>Minimum 20 years working experience in Hotel Industry and in Teaching together, including :</p> <p>(1) Minimum of 15 years in teaching (At least 7 years in Food Production related Subject), out of which 8 years as HOD or above in NCHM/ AICTE/ State Board of Tech Edu/ University recog by UGC/ Deemed University recog by UGC + (2) Minimum of 3 years work experience in kitchen in 4 star or above Hotel</p>
	Category C	
7.3.1	Essential & Desirable qualification	<p>1. Post Graduate from a recognised university (central/state/deemed to be/AIU equivalent PG from foreign institution)</p> <p style="text-align: center;">AND (+)</p> <p>2. Full time degree/full time 3 years diploma in Hotel Administration/ hotel Management/ Hospitality Administration/ Hospitality Management/ Culinary Arts/Culinary Science with minimum of 55% marks or its equivalent grade from :</p> <p>a) NCHMCT or NCHMCT affiliated institute OR b) An institute approved by AICTE OR c) An institute approved by State board of Technical Education OR d) An institute affiliated to University recognized by UGC OR e) Equivalent degree/ diploma of foreign university/ institution recognized by AIU</p> <p>3. Desirable : a) Ph.D in Hotel/ Hospitality Management (Culinary/ food Production related Topic).</p>

		b) Having Hospitality related publications in reputed/peer reviewed Journals at his/her credit.
7.3.2	Work Experience	Officers from Government/ PSUs /Autonomous Bodies/ Government Institutions/ Universities/ other Government bodies of related field holding analogous post in Pay Level 14 or its equivalent in PSUs/Autonomous Bodies OR working experience of minimum 3 years in pay Level 13 A or its equivalent OR working experience of minimum 5 years in pay Level 13 or its equivalent in Govt/ PSUs/Autonomous bodies.
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	NA
9	Period of probation if any	One year for DR
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	Promotion : Direct Recruitment = 2 : 1 ratio In case of non-availability of candidate in the feeder cadre for promotion in more than three years, post may be filled through direct recruitment, if within three years, such vacancy may be filled by deputation/ short term contract for the intermittent period.
11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	Promotion from the cadre of Associate Professor with 5 years of regular service in the grade
12	If a departmental promotion committee exist, what is the composition	Search-cum-selection committee as per provision in the Recruitment Rules
13	Appointing Authority	Ministry of Tourism, Government of India

S No	Item	Particular
1	Name of the Post	Associate Professor (ICI) (Indian Cuisine, International Cuisine, Bakery & Patisserie, F & B Service and General Management)
2	Number of posts	Six
3	Classification	Group 'A'
4	Pay Scale	PB-4- Rs.37,400-67,000 + Grade Pay Rs.9,000 As per 7 th CPC in Pay in Academic level 13A (Rs.131400 – 217100)
5	Whether post is Selection/ non-selection	Selection
6	Age limit for Direct	Minimum of 45 years & not exceeding 60 years for

	Recruitment	<p>general category on the date of vacancy. Fixed tenure upto 5 years subject to maximum age of 65 years for Direct Recruitment / Deputation / Short term contract.</p> <p>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> <p>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 the all modes of recruitment</p>
7.1	Essential & Desirable Educational qualification	<p>1. Post Graduate with 3 years degree/diploma in Hotel/ Hospitality Administration from a recognised University/ Institute with minimum of 55% marks or its equivalent grade.</p> <p>2. Desirable:</p> <p>a) Ph.D in Hotel/ Hospitality Management (Culinary/ Food Production related Topic).</p> <p>b) Having Hospitality related publications in reputed/peer reviewed Journals at his/her credit.</p>
7.2	Work Experience	<p><u>Category – I</u></p> <p>a) 15 years of Work Experience out of which at least 5 years in Teaching (Food Production/ Culinary Art/ Bakery & Patisserie/ Management – as per required specialised area) in a University or in a reputed/ recognised Educational Institute not below the rank equivalent to the pay scale with Grade Pay Rs.6600 and at least 3 years as Sous Chef/ Bakery Chef in 4 star or Heritage/ Legacy classified category Hotel.</p> <p>b) Desirable:</p> <p>1.) Curriculum and Academic programme designing etc in a University or in a reputed/ recognised Institute of Hospitality management (UG / PG level).</p> <p>2) 2 years involvement in conducting Examination, planning of academic programme and such other academic activities will be preferred</p> <p style="text-align: center;">OR</p> <p><u>Category – II</u></p> <p>a) 15 years of work experience including :</p>

		<p>At least 5 years as Sous Chef or above in a hotel of 4 star or Heritage /Legacy classified</p> <p>OR</p> <p>At least another 5 years in the kitchen of a classified Hotel</p> <p>OR</p> <p>2 years experience in teaching/ training or such other academic activities.</p> <p>b) Desirable: Curriculum and Academic programme designing etc. in a University or in a reputed/ recognised Institute of Hospitality management (UG / PG level).</p>
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	Age and Experience – No Educational Qualification - Yes
9	Period of probation if any	One year for DR
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis/short term contract	Promotion : Direct Recruitment = 2 : 1 ratio In case of non-availability of candidate in the feeder cadre for promotion in next more than three years, post may be filled through direct recruitment, contract if within three years, such vacancy may be filled by deputation/ short term contract for the intermittent period.
11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	Promotion from the cadre of Assistant Professor with 9 years of regular service in the grade
12	If a departmental promotion committee exist, what is the composition	Yes. DPC : As per the provision in the Recruitment Rules
13	Circumstance in which Govt. of India to be consulted	NA

S No	Item	Particular
1	Name of the Post	Assistant Professor (ICI) (Indian Cuisine, International Cuisine, Bakery & Patisserie, F & B Service and General Management)
2	Number of posts	Eight
3	Classification	Group 'A'
4	Pay Scale	PB-3- Rs.15,600- 39,100 + Academic Grade Pay Rs.6,000 As per 7 th CPC in Pay in Academic level 10 (Rs.57700 - 182400)
5	Whether post is Selection/	NA

	non-selection	
6	Age limit for Direct Recruitment	<p>Minimum of 30 years & not exceeding 45 years for general category on the date of vacancy.</p> <p>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> <p>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 the all modes of recruitment</p>
7.1	Educational and other Qualifications for Direct Recruitment	<p>1. Post Graduate with 3 years degree/diploma in Hotel/ Hospitality Administration from a recognised University/ Institute with minimum of 55% marks or its equivalent grade.</p> <p>2. Desirable:</p> <p>a) Ph.D in Hotel/ Hospitality Management (Culinary/ Food Production related Topic).</p> <p>b) Having Hospitality related publications in reputed/peer reviewed Journals at his/her credit.</p>
7.2	Work Experience	<p><u>Category – I</u></p> <p>a) Minimum 5 years experience including :</p> <p>i) At least 2 years in Teaching (Food Production/ Culinary Art/ Bakery & Patisserie/ Management – as per required specialised area) in a University or in a reputed/ recognised Educational Institute</p> <p>ii) At least 3 years in the Kitchen/ Bakery of a 4 star or Heritage / Legacy classified or above category Hotel or in a Multi cuisine chain of restaurant/ Bakery unit having yearly transaction of Rs 30.00 crores and above.</p> <p style="text-align: center;">OR</p> <p><u>Category - II</u></p> <p>a) Minimum 5 years experience in Kitchen/ Bakery of a Four star or Heritage classified or above category Hotel or in a Multi cuisine chain of restaurant/ Bakery unit having yearly transaction of Rs.10.00 crores and above in the last five</p>

		years.
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	NA
9	Period of probation if any	One year for DR
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	Direct Recruitment/Short term contract.
11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	NA
12	If a departmental promotion committee exist, what is the composition	DPC/ Selection Committee : As per the provision in the Recruitment Rules
13	Appointing Authority	Chairman BOG, ICI

S.N	Item	Particular
1	Name of the Post	Administrative Officer
2	Number of posts	One
3	Classification	Group 'A'
4	Pay Scale	PB-3- Rs.15,600-39,100 + Grade Pay Rs.5,400 As per 7 th CPC in Pay level 10 (Rs.56100 – 177500)
5	Whether post is Selection/ non-selection	Selection
6	Age limit for Direct Recruitment	Not exceeding 50 years.
7	Educational and other Qualifications for Direct Recruitment	<ol style="list-style-type: none"> 1. Graduates from a recognised university. Desirable: Degree in Law /Commerce. 2. 8 years experience in Administration and Accounts of which 4 years in an Educational Institute/similar setup in a grade pay of Rs. 4200 or equivalent and above. 3. Computer competency is essential.
8	Whether Age and	Age: No

	educational qualifications prescribed for direct recruitment will apply in case of promotion	Educational Qualification: Yes.
9	Period of probation if any	One year
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	Promotion failing which by transfer on deputation further failing which by direct recruitment.
11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	<p>Promotion : AAO/ Accountant with 8 years of regular service in the grade.</p> <p>Deputation : Officers holding an analogous post under C&AG/CGA, Govt. of India/ State Govt. and eligible officers from any other Institutes of Hotel Management, NCHM, ICI, IITTM (added), set up by the Ministry of Tourism, Govt. of India.</p> <p style="text-align: center;">OR</p> <p>3 years regular service in the pay level 9 (7th CPC) in a post under C&AG/CGA, Govt. of India/ State Govt. and eligible officer from any other Institutes of Hotel Management, NCHM, set up by the Ministry of Tourism, Govt. of India.</p> <p style="text-align: center;">OR</p> <p>5 years regular service in the pay level 8 (7th CPC) in a post under C&AG/CGA, Govt. of India/ State Govt. and eligible officer from any other Institutes of Hotel Management, NCHM, ICI, IITTM (added) set up by the Ministry of Tourism, Govt. of India.</p>
12	If a departmental promotion committee exist, what is the composition	Yes. DPC/ Selection Committee : As per the provision in the Recruitment Rule
13	Circumstance in which Govt. of India/ NCHM-IIH to be consulted	NA

S.N	Item	Particular
1	Name of the Post	Assistant Administrative Officer
2	Number of posts	One

3	Classification	Group 'B'
4	Pay Scale	PB-2- Rs.9,300 – 34,800 + Grade Pay Rs.4,200 As per 7 th CPC in Pay Level 6 (Rs.35400 – 112400)
5	Whether post is Selection/ non-selection	Selection
6	Age limit for Direct Recruitment	1. Not exceeding 45 years(as on 1 st January of recruitment year) 2. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates.
7	Educational and other Qualifications for Direct Recruitment	1. Graduates from a recognised university preferably in Management. 2. Desirable : Degree in Law 3. 6 years experience in Administration, out of which 5 years in a Govt. organisation/ Autonomous/ PSU in an equivalent position of the post carries grade pay of Rs. 2400 or above. 4. Computer competency is essential.
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	Age: No. Educational Qualification: Yes.
9	Period of probation if any	One year
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	1. Promotion through a limited Departmental competitive examination, failing which by direct recruitment. 2. In Limited Departmental Competitive Examination, there should be a minimum qualifying criteria to select a person for the post 3. For the first time the post will be filled on Direct Recruitment
11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	Promotion : 1. UDC/ Store Keeper/ Cashier /Steno with 8 years of regular service in the respective grade. 2. The eligible feeder cadre officers have to opt to sit in such Limited Departmental Competitive Examination, whenever the office initiates the process

		of filling up of the post.
12	If a departmental promotion committee exist, what is the composition	Yes. DPC : As per the provision in Recruitment Rules
13	Circumstance in which Govt. of India/ NCHM-IIH to be consulted	NA

S.N	Item	Particular
1	Name of the Post	Accountant
2	Number of posts	One
3	Classification	Group 'B'
4	Pay Scale	PB-2- Rs.9,300 – 34,800 + Grade Pay Rs.4,200 As per 7 th CPC in Pay Level 6 (Rs.35400 – 112400)
5	Whether post is Selection/ non-selection	Selection
6	Age limit for Direct Recruitment	Not exceeding 45 years(as on 1 st January of recruitment year) Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates.
7	Educational and other Qualifications for Direct Recruitment	1. Graduates in Commerce from a recognised university. 2. Desirable: Degree in Law / ICWAI. 3. 6 years experience in Cash and Accounts of which 3 years in an Educational Institute in a grade pay of Rs. 2400 or above. 4. Computer competency inclusive of Tally is essential.
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	NA
9	Period of probation if any	One year
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption	Direct Recruitment. 1. However, the departmental candidate fulfilling all

	basis	the eligibility criteria may compete with the outsiders during selection process. 2. There will be no age bar for the departmental eligible candidates. Age relaxation as applicable to departmental candidates.
11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	NA
12	If a departmental promotion committee exist, what is the composition	Yes. DPC : As per the provision in Recruitment Rules
13	Circumstance in which Govt. of India/ NCHM-IIH to be consulted	NA

S.N	Item	Particular
1	Name of the Post	Upper Division Clerk/ Store Keeper/ Cashier
2	Number of posts	Two
3	Classification	Group 'C'
4	Pay Scale	PB-1- Rs.5,200 – 20,200 + Grade Pay Rs.2,400 As per 7 th CPC in Pay Level 4 (Rs.25500 – 81100)
5	Whether post is Selection/ non-selection	Non-Selection
6	Age limit for Direct Recruitment	1. Between 18 and 40 years (as on 1 st January of recruitment year) 2. Relaxable for Govt. Servant up to 40 years in accordance with the instructions or order issued by the Govt. of India.
7	Educational and other Qualifications for Direct Recruitment	Degree from a recognised University or equivalent
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	Age – No Qualification – Yes
9	Period of probation if any	Two years
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	Promotion, failing which by deputation/ Short Term Contract

11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	<p><u>Promotion:</u> Lower Division Clerk with 8 years service in the grade, after appointment thereto on a regular basis.</p> <p><u>Deputation (including Short Term Contract):</u> Officers from the Central Government/ State Government/ Autonomous Bodies/ PSUs (i) Holding analogous post on regular basis (in General Administration/ Cash & Accounts/ Store & Purchase) (ii) Having 8 years regular service as Lower Division Clerk and having exposure in General Administration/ Cash & Accounts/ Store & Purchase during that period</p>
12	If a departmental promotion committee exist, what is the composition	Yes. DPC : As per the provision in Recruitment Rules
13	Circumstance in which Govt. of India/ NCHM-IIH to be consulted	NA

S.N	Item	Particular
1	Name of the Post	Lower Division Clerk
2	Number of posts	Four
3	Classification	Group 'C'
4	Pay Scale	PB-1- Rs.5,200 – 20,200 + Grade Pay Rs.1,900 As per 7 th CPC in Pay Level 2 (Rs.19900 –63200)
5	Whether post is Selection/ non-selection	NA
6	Age limit for Direct Recruitment	1. Between 18 and 32 years (as on 1 st January of recruitment year) 2. Relaxable for Govt. Servant up to 40 years in accordance with the instructions or order issued by the Govt. of India.
7	Educational and other Qualifications for Direct Recruitment	1. Degree from a recognised University or equivalent 2. Typing speed 35 words per minute in English and/ or 30 words per minute in Hindi on Computer
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in	NA

	case of promotion	
9	Period of probation if any	Two years
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	By Direct Recruitment, failing which by outsourcing/ contract
11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	NA
12	If a departmental promotion committee exist, what is the composition	Yes. DPC : As per the provision in Recruitment Rules
13	Circumstance in which Govt. of India/ NCHM-IIH to be consulted	NA

S.N	Item	Particular
1	Name of the Post	Librarian
2	Number of posts	One
3	Classification	Group 'C'
4	Pay Scale	PB-1- Rs.5,200 – 20,200 + Grade Pay Rs.2,400 As per 7 th CPC in Pay Level 4 (Rs.25500 – 81100)
5	Whether post is Selection/ non-selection	Non-Selection
6	Age limit for Direct Recruitment	Up to 45 years
7	Educational and other Qualifications for Direct Recruitment	1. Degree in Library Science from a recognised University 2. Knowledge of maintaining Museum and documentation will be preferred
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	Age – No Qualification – No
9	Period of probation if any	Two years
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	1. Promotion, failing which by deputation/ Short Term Contract 2. However for the first time the appointment will be made on direct recruitment)

11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	<p>Promotion: Assistant Librarian with 8 years service in the grade, after appointment thereto on a regular basis.</p> <p>Deputation (including Short Term Contract): Officers from the Central Government/ State Government/ Autonomous Bodies/ PSUs/ Public Library (Digital/ On-line Library working experience) having a degree in Library Science from a recognised University and: (i) Holding analogous post on regular basis (ii) Having 8 years regular service as Assistant Librarian or equivalent post in the grade pay of Rs1900.</p>
12	If a departmental promotion committee exist, what is the composition	Yes. DPC : As per the provision in Recruitment Rules
13	Circumstance in which Govt. of India/ NCHM-IIH to be consulted	NA

S.N	Item	Particular
1	Name of the Post	Assistant Librarian
2	Number of posts	One
3	Classification	Group 'C'
4	Pay Scale	PB-1- Rs.5,200 – 20,200 + Grade Pay Rs.1,900 As per 7 th CPC in Pay Level 2 (Rs.19900 – 63200)
5	Whether post is Selection/ non-selection	NA
6	Age limit for Direct Recruitment	Between 18 and 45 years (as on 1 st January of recruitment year) (Relaxable for Govt. Servant up to 40 years in accordance with the instructions or order issued by the Govt. of India)
7	Educational and other Qualifications for Direct Recruitment	Degree in Library Science from a recognised University OR Diploma (minimum of 2 years duration) from a recognised University/ Institution with 2 years working experience in a reputed Library Desirable: Knowledge of maintaining Museum and documentation
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	NA
9	Period of probation if any	Two years

10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	Direct Recruitment, failing which through Outsourcing or on Contract
11	In case of Recruitment by Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	NA
12	If a departmental promotion committee exist, what is the composition	Yes. DPC : As per the provision in Recruitment Rules
13	Circumstance in which Govt. of India/ NCHM-IIH to be consulted	NA

S.N	Item	Particular
1	Name of the Post	Steno
2	Number of posts	Two
3	Classification	Group 'C'
4	Pay Scale	PB-1- Rs.5,200 – 20,200 + Grade Pay Rs.2,400 As per 7 th CPC in Pay Level 4 (Rs.25500 – 81100)
5	Whether post is Selection/ non-selection	NA
6	Age limit for Direct Recruitment	Between 18 and 45 years (as on 1 st January of recruitment year) (Relaxable for Govt. Servant up to 40 years in accordance with the instructions or order issued by the Govt. of India)
7	Educational and other Qualifications for Direct Recruitment	Degree from a recognised University (Reason for Degree is – Due to insufficient number of employees, all the staff of the Institute has to perform the duties of dealing hand also)
8	Whether Age and educational qualifications prescribed for direct recruitment will apply in case of promotion	NA
9	Period of probation if any	Two years
10	Method of recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	Direct Recruitment, failing which through Outsourcing or on Contract
11	In case of Recruitment by	

	Promotion/ deputation/ Absorption – Grade from which Promotion/ deputation/ Absorption	NA
12	If a departmental promotion committee exist, what is the composition	Yes. DPC : As per the provision in Recruitment Rules
13	Circumstance in which Govt. of India/ NCHM-IIH to be consulted	NA
