



INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY & APPLIED NUTRITION, HAJIPUR

(AN AUTONOMOUS BODY UNDER MINISTRY OF TOURISM, GOVT. OF INDIA)

(Affiliated to National Council for Hotel Management & Catering Technology, Noida)

NEAR RAMASHISH CHOWK, HAJIPUR, VAISHALI, BIHAR – 844102, Tel.: 06224-275354, 274937

Fax: - 06224-276486 Website:- www.ihmhajipur.net, E-mail: hajipurihm@gmail.com

EMPLOYMENT NOTIFICATION

INVITES APPLICATIONS FOR THE POST OF PRINCIPAL, INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY & APPLIED NUTRITION, HAJIPUR

Post & Scale of Pay: PRINCIPAL (Level 13 Pay matrix 7th CPC) – Rs.1,23,100 – Rs.2,15,900.

No. of Post & Method of Recruitment: 01 Post (Unreserved). To be filled by direct recruitment/short terms contract/deputation.

Required Minimum Educational Qualification and Experience: As per copy of Recruitment Rules Placed in the Institute's website www.ihmhajipur.net.

Age limit: Not exceeding 53 years for General Category. Age relaxation as per Government norms will be applicable for other categories.

General:

- (1) The prescribed Application format is given on the Institute website www.ihmhajipur.net and interested/eligible candidates must apply in the prescribed format only (attach all the relevant documents in support of qualification, experience, date of birth and category to which belong).
- (2) The candidates employed in the Govt./Quasi or Semi Govt./Autonomous organizations who are applying for the post on direct recruitment basis, must apply through proper channel.
- (3) The application should be addressed to **The Principal Incharge, Institute of Hotel Management Catering Technology & Applied Nutrition, Ramashish Chowk, Hajipur, Vaishali, Bihar-844102 superscribing on the top of envelope "APPLICATION FOR THE POST OF PRINCIPAL, IHMCT&AN, HAJIPUR"**.
- (4) Application alongwith all enclosures must reach the Institute latest by 25/09/2019 by post (Speed Post/Courier). In case of delay in forwarding the application through respective department, advance copy alongwith all the documents must reach within the time limit.
- (5) No TA/DA will be paid to the candidate called for interview.
- (6) The Institute reserves the right to short list the application/fill or not to fill the vacancy.

Note: Crucial date for determining the Age limit, Educational qualification, Experience, etc. shall be the closing date of receipt of Application i.e. 25/09/2019

Ref: IHM:Advt.(1.7)/2019-1263

Sd/-
Principal I/c
IHM, Hajipur

INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY & APPLIED NUTRITION, HAJIPUR
Advertisement for the post of Principal

1	Name of the post	Principal
	No. of post	01 (one)
2.	Scale of pay and classification of the post	Pay level 13, (Equivalent to Group A) (Pay matrix 7th CPC) – Rs.1,23,100 – Rs.2,15,900.
3.	Method of recruitment	Direct Recruitment and Short Term Contract/Deputation
4.	Age limit for direct recruits	Not exceeding 53 years for general category on date of vacancy. 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.
5.	Tenure of the Post	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	Category A	
7.1.1	Essential & Desirable Education Qualification	Post Graduation from a recognised university (Central / State /Deemed to be / AIU equivalent PG from foreign Institution). And (+) 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: 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 recognised by UGC. OR v) Central / State / Deemed to be University recognised by UGC OR vi) Equivalent degree / diploma of foreign university / Institution recognised by AIU. Desirable Qualification: Ph.D. Degree
7.1.2	Essential Work Experience	In addition to essential educational qualification, at least 20 years (twenty years) of experience in: i) Teaching (20 years) with minimum 3 years as Head of Department /equivalent teaching 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, recognised by UGC OR Central / State / Deemed to be University recognised by UGC OR Equivalent degree / diploma of foreign university / Institution recognised by AIU and possessing at least 3 years of administrative experience within the minimum total experience of 20 years. Experience as Principal of recognised Food & Craft Institute will be treated at par with HoD. OR ii) Teaching & Hotel Industry together (20 years) with minimum 3 years teaching experience in an Institute as mentioned above in (i) with 5 years experience in GM level in a Ministry of Tourism certified 4* or above category hotel.
7.2.	Category B	
7.2.1	Essential & Desirable Education Qualification	Two year full time Post Graduate Degree / Post Graduate Diploma in Management / Tourism from a recognised University under UGC or approved by AICTE / Equivalent degree / diploma of foreign university / Institution recognised by AIU with minimum of 60% marks in aggregate or its equivalent grade. Desirable Qualification: PhD degree

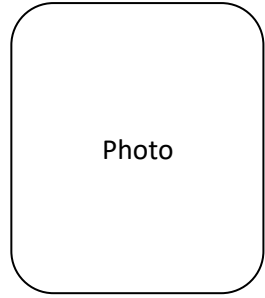
7.2.2	Essential Work Experience	<p>i) For Private Sector : Candidates with proven track record with at least 17 years of experience from reputed organisation in executive capacity in hospitality / tourism industry plus with minimum 3 years teaching/training experience shall also be essential (total 20 years), out of which minimum 7 years should be in managerial experience (out of which at least 5 years as GM) in private sector companies / firms having turnover of not less than Rs. 100 crore per annum in each of the last three years.</p> <p style="text-align: center;">OR</p> <p>ii) For Government /PSUs / Autonomous Bodies:</p> <p>a) Officers should have atleast 20 years of working experience with demonstrated capability including minimum three years teaching / training experience .</p> <p>b) Holding the post in the pay level 13 or its equivalent in PSUs / Autonomous Bodies OR minimum 5 years experience in pay level 12 or its equivalent in PSUs / Autonomous Bodies.</p>
7.3	Category C For Deputation/Short Term Contract	
7.3.1	Essential & Desirable Education Qualification	<p>Two Year full time Post Graduate Degree/Master Degree/Post Graduate Diploma in Management/Tourism from a recognized University.</p> <p>Desirable Qualification: PhD degree</p>
7.3.2	Essential Work Experience	<p>a) Government/PSUs/Autonomous Bodies officers with proven track record in a leadership role working in the pay level 13 or its equivalent in PSUs/ Autonomous Bodies OR working experience of minimum 5 years in pay level 12 or its equivalent in PSUs/Autonomous Bodies.</p> <p>b) Terms & Conditions of deputation shall be governed as per DoPT guidelines. Normal deputation period will be initially of 3 years.</p>
8	Period of Probation, if any	One year

**INSTITUTE OF HOTEL MANAGEMENT
CATERING TECHNOLOGY AND APPLIED NUTRITION
HAJIPUR**

Application for the post of PRINCIPAL

(Closing Date :- 25/09/2019)

Photograph



1	Name (in capital letters)	-	
2	Mother's Name	-	
3	Father's Name	-	
4	Address for correspondence	-	
5	Permanent address	-	
6	Whether GEN, OBC, SC, ST.	-	
7	Whether PH	-	

8	Date of birth:	Date of birth of the Candidate	Whether fulfilling the eligibility age criteria and how
	Should born on or after		
	Category	Date	
	Open Category (53 years on the date of vacancy)		
	Departmental Candidates : Regular eligible employees of Govt. sponsored IHMs		

9	Educational Qualifications and Experience(Must have fulfilled all the requirements mentioned under one Category, out of the three categories bellow. Part fulfilment of one category and remaining part from other category will not make the candidate eligible) :
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Category A			
Required Essential Qualification ↓		Qualification possessed By the Candidate % of marks ↓	Whether fulfilling the eligibility criteria and how ↓
1. Post-Graduation from a Recognized University			
2. 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: 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.			
Desirable: Ph. D. in the relevant field (Topic)			
Required Experience	Essential ↓	Experience possessed By the Candidate (Period may be mentioned in DD/MM/YYYY form correctly to calculate the total period. No rounding off is allowed, the period will be counted from date to date basis) ↓	Whether fulfilling the eligibility criteria and how ↓
Teaching (20 years) with minimum 3 years as Head of Department / equivalent teaching 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			







<p>experience of 20 years. Experience as Principal of recognized Food Craft Institute will be treated at par with HOD.</p> <p style="text-align: center;">OR</p> <p>Teaching and hotel industry together (20 years) with minimum 3 years teaching experience in an Institute as mentioned above in (i) with 5 years experience in GM level in a Ministry of Tourism certified 4-star or above category hotel.</p>		
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Category B

Required Essential Qualification ↓	Qualification possessed By the Candidate % of marks ↓	Whether fulfilling the eligibility criteria and how ↓
Two Year full time (distance learning are not allowed in this category) 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.		
Desirable: Ph. D. in the relevant field (Topic)		
Required Experience Essential ↓	Experience possessed By the Candidate (Period may be mentioned in DD/MM/YYYY form correctly to calculate the total period. No rounding off is allowed, the period will be counted from date to date basis) ↓	Whether fulfilling the eligibility criteria and how ↓
For Private Sector: Candidate with proven track record with at least 17 years of experience from reputed organization in executive capacity in hospitality/tourism industry plus with minimum 3 years teaching/training experience shall also be essential (total 20 years), out of which minimum 7 years should be in managerial experience (out of which at least 5 years as GM) in private sector companies/firms having turnover of not less than Rs.100 crore per annum in		

<p>each of the last three years.</p> <p style="text-align: center;">OR</p> <p><u>For Government / PSUs / Autonomous Bodies:</u></p> <p>a) Officers should have at least 20 years of working experience with demonstrated capability including minimum three years teaching/training experience.</p> <p>b) Holding the post in the pay level 13 or its equivalent in PSUs/Autonomous Bodies OR minimum 5 years experience in pay level 12 or its equivalent in PSUs/ Autonomous Bodies.</p>		
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Category C

Required Essential Qualification 	Qualification possessed By the Candidate % of marks 	Whether fulfilling the eligibility criteria and how 
Two Year full time (distance learning are not allowed in this category) Post Graduate Degree / Master Degree / Post Graduate Diploma in Management/Tourism from a recognized University.		
Desirable: Ph. D. in the relevant field (Topic)		
Required Experience Essential 	Experience possessed By the Candidate (Period may be mentioned in DD/MM/YYYY form correctly to calculate the total period. No rounding off is allowed, the period will be counted from date to date basis) 	Whether fulfilling the eligibility criteria and how 
a) Government / PSUs / Autonomous Bodies officers with proven track record in a leadership role working in the pay level 13 or its equivalent in PSUs/Autonomous Bodies OR working experience of minimum 5 years in pay level 12 or its equivalent in PSUs/Autonomous Bodies. Terms & Conditions of deputation shall be governed		

as per DOPT guidelines. Normal deputation period will be initially of 3 years.		
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10	Other Educational Qualification if any in chronological order: (Use separate sheet if space is insufficient)	

13	Contact Telephone No. Of the Candidate:	-	Mobile: Land Line:
14	Contact e-mail ID of the Candidate:	-	
15	Whether employed under Central/ State Government/ Autonomous Body/ PSU: (Such applicant should send the application through proper channel only)	-	
16	Whether any punishment imposed by the employer during last 10 years and whether any disciplinary case is pending or contemplated presently:	-	
17	Present post held and pay drawn last:	-	Post: Pay Scale:
18	Any special Achievement during past service and awards/ Prizes received:	-	
19	Publication if any in reputed journals (please mention along with name of the Journals)	-	

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20	Name, Designation and contact details of two referees, not related to him/ her:		
1)		2)	

Declaration:	
<p>I hereby certify that, the information furnished in point 1-20 above by me is correct to the best of my knowledge and belief. I have not suppressed any material fact or factual information in the above statement. I am aware that, if any of the information furnished by me is found false or incorrect at later stage, my candidature is liable to be cancelled and even if it detects after my appointment, the service is terminable forthwith, without giving any opportunity or notice or reason.</p>	
Place:	
Date	Signature of the Candidate Name of the Candidate: