

Govt. of Jharkhand, Directorate Tourism

MDI Bhawan, Second Floor, Dhurwa, Ranchi-4

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Letter No.-FCI/Est-01/2022-2371

Ranchi, Date-03.04.2023

Applications are invited for the Post of Principal and Administrative-cum-Accounts Officer for Food Craft Institute, Deoghar

Food Craft Institute, Deoghar has been established under the directions of the Ministry of Tourism, Government of India by the Department of Tourism, Jharkhand and registered under the societies Registration Act, 1860. The institute is intended to provide training in the sectors of Hospitality Management and Tourism Development hereby invites applications in the prescribed form for the following post:

Sl. No.	Name of Post	Post Requirement
1.	Principal	01 (UR)
2.	Administrative-cum-Accounts Officer	01 (UR)

The Detailed advertisement, **Recruitment & Promotion Rules** and prescribed application form can be downloaded from the website www.ihmranchi.in. Last date for receiving duly filled application form with required attachment is on or before **02 May 2023, 5:00 PM**.

Application completed in all respects in the prescribed format may be sent to the **Principal, Institute of Hotel Management Catering Technology and Applied Nutrition, Brambe, Ranchi, pin-835205** through speed post or registered post only.

Please super-scribe "Application for the post of Principal/Administrative-cum-Accounts Officer, Food Craft Institute, Deoghar" whichever applicable on the envelope. Please note that application forms shall not be accepted in person.

Sd/-
**Director
Tourism**

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Sl. No.	Name of Post	Post Requirement
1.	Principal	01 (UR)
2.	Administrative-cum-Accounts Officer	01 (UR)

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Recruitment & Promotion Rules

1. Name of the Post: Principal

S. No.	Item	Provisions
1.	Scale of Pay and classification of the post	Pay Level 11 (as per 7 th CPC) Rs.67,700 – 2,08,700
2.	Method of Recruitment	Direct Recruitment.
3.	Age limit for direct recruits	Not exceeding 50 years Upper age relaxation as per Jharkhand Government norms will be applicable for SC/ST/OBC and other Categories.
4.	Tenure of the Post	A mandatory performance review of the functioning of the Principal will be done by the Competent Authority of the Institute after completion of 2 years of service. Services may be discontinued in case of unsatisfactory performance.
5.	Whether post is Selection/ Non- Selection	Not applicable.
6.	Essential & Desirable Educational Qualification	<u>Educational Qualifications:</u> Post Graduate in Hospitality / Tourism or MBA from a recognized University/ Institute. 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 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. <u>Desirable Qualification</u> : (i) PhD degree (ii) Research papers publication in reputed journals <u>Experience:</u> At least 15 years of experience in teaching and / or hotel industry including minimum 5 years of regular service after appointment in the grade of Senior Lecturer or equivalent in an Institute affiliated to National Council for Hotel Management & Catering Technology / AICTE/ State Board of Technical Education / Recognized University. OR At least 15 years total experience (Teaching and Industry together) including Hotel industry experience minimum 5 years in Managerial capacity (One level below GM Level) in 3 star / Heritage or above category approved hotel, with 3 years' experience in Teaching/ Training.
7.	Period of Probation, if any	One year

2. Name of the post: Administrative-cum-Accounts Officer.

S. No.	Item	Provisions
1.	Post & Scale of Pay	Pay Level 10 (Pay matrix 7th CPC) Rs. 56,100- 1,77,500
2.	Method of Recruitment	Direct Recruitment
3.	Whether post is Selection/Non- Selection	Selection
4.	Age Limit for direct recruits	Not exceeding 50 years. Upper age limit is relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of Jharkhand from time to time.
5.	Educational Qualification & Experience	Bachelor of Commerce Degree from a recognized University securing no less than 50% marks in aggregate. Experience At least 8 years of service in administration and accounts in any Central/State Government institute of Hotel Management or Food Craft Institute or Public Sector Undertaking or Autonomous Body in the pay level 6 or equivalent/above. Computer Competency is essential.
6.	Period of Probation, if any	One Year

General Conditions:

- Eligible Candidates are required to apply on prescribed application from which can be downloaded from www.ihmranchi.in.
- Duly Filled-in application form, complete in all respects along with self-attested copies of certificates and recent passport size photograph must reach the office of **The Principal, Institute of Hotel Management, Catering Technology and Applied Nutrition, Brambe, Ranchi-835205, Jharkhand by speed post or registered post only, Latest by 02 May 2023, 5:00 PM.**
- The Candidates employed in Govt./ Quasi or Semi Govt./ Autonomous organization who are applying for the post, must apply "Through Proper Channel" or produce 'NOC' from their present employer.
- No TA/DA will be paid to the Candidate called for Interview.
- Incomplete and applications received after last date of submission will not be entertained. The Institute will not be responsible for any postal delays.
- The competent authority reserves the right to reject/accept any application and fill or not fill or to re-advertise the Vacancy without assigning any reason.
- Crucial date for determining the Age limit, educational qualification, Experience etc. shall be 30.04.2023.

**Sd/-
Director
Tourism**

Memo No.- FCI/Est-01/2022-2371

Ranchi, Date: 03.04.2023

CC: Principal, IHM, Ranchi for information and Publication of notice on the website.

**Sd/-
Director
Tourism**

Food Craft Institute, Deoghar

(फुड क्राफ्ट संस्थान, देवघर)

(An Autonomous body under Department of Tourism, Govt. of Jharkhand)

Application form

Paste a recent
passport size
photograph duly
attested by a
gazette officer

Post Applied For:

1. Full Name (IN CAPITALS).....
2. Fathers/ Husbands Name (IN CAPITALS).....
3. Correspondence Address:.....
Post.....Police Station.....Dist.....
State.....Pin.....Tele/Mob.....
E-mail ID.....
4. Permanent Address:.....
Post.....Police Station.....Dist.....
State.....Pin.....Tele/Mob.....
E-mail ID.....
5. Date of Birth

D	D	M	M	Y	Y	Y	Y

Age as on 30.04.2023: YearMonth..... Days.....
6. Category: SC/ST/OBC/GEN (Attach attested certificate in the prescribed format)
7. Marital Status :
8. Sex :
9. Nationality :
10. Present post with scale of pay and last pay drawn:.....
11. Disclosure about past disciplinary proceedings if any:.....
(Please file affidavit)
12. Details regarding legal detention/conviction, if any:.....
(Please file affidavit)

13. Educational qualifications (Attach Self attested copies of all Educational certificates):

Name of Examination	Name of Board/ University	Year of Passing	% of Marks	Division

14. Work experience (in chronological order beginning from the present job):

Name & Address of the Organization	Date of Joining	Period of Service		Number of year served	Designation	Pay Grade/ Pay Band	Reason of leaving
		From	To				

(Attach Self attested copies of all Experience certificates, Enclose Additional Sheet if required)

15. Any other (Training / Experience/ Short terms course etc.)

Declaration

I.....hereby declare that the information given in this application is true and correct. I also fully understand that if at any stage it is found that an attempt has been made by me to willfully conceal or misrepresent the facts my candidature may be summarily rejected or my employment may be terminated.

Date:

Place:

Signature of the candidate