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 7th CPC	Rs.37,400-67,000 (PB 4) + Grade Pay Rs. 8700 Pay Level 13 as per 7th 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:**

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अवर सचिव/Under Secretary
पर्यटन मंत्रालय/Ministry of Tourism
भारत सरकार/Govt. of India
नई दिल्ली/New Delhi

		of Rs.1300-1700/ Rs.1100-1600 respectively or equivalent; **And** • Possessing at least 5 years' experience, in personnel administration and finance and accounts matters, preferably relating to educational Institutions. "(period of deputation shall not ordinarily exceed four years)"	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, **And** one of the following; 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 **Desirable:** • Qualification in the area of Management or Law; • Experience to work in Computerised environment in the field of Administration/ Legal/ Financial/ Establishment/ College Regulation. **Special Note:** 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. वैफेई/B H T. VAIPHEI
अवर सचिव/Under Secretary
पर्यटन मंत्रालय/Ministry of Tourism
भारत सरकार/Govt. of India
नई दिल्ली/New Delhi

F. No. 25(5)2020- (HRD)

Government of India

Ministry of Tourism

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.** 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 recognized 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 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 Qualification: PhD 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 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 i. Chairperson, BoG, NCHMCT — Chairperson ii. CEO, NCHMCT — Member iii. One of the Industry/subject experts from among the members of the BoG of NCHMCT, to be nominated by the Chairperson — Member iv. One member of SC/ST community to be nominated by Chairperson — Member v. 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. AE. 1(14)/2013-NC dt 17.1.17 of MoT & HRD Dte/Min)

No.	Criteria	Proposed Recruitment Rules
	Name of the post	Director (Studies)
	Number of Posts	One
	Classification	Group 'A'
	Pay Scale	~~PB-3, Grade Pay Rs. 7600/-~~ Rs. 37,400 - 67000 (PB-4) + Grade Pay Rs. 8700, Pay Level-13 as per 7th CPC
	Whether post is Selection/ non-selection	Not applicable
	Age limit for Direct Recruitment	Maximum 55 years as on the last date of receipt of applications for Direct Recruitment.
	Education and Other Qualifications for Direct Recruitment	**Essential Qualification** 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. OR Ph.D in Hotel / Hospitality Management/ Administration. --- • 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: ➢ Food.Production/Cookery ➢ Food and Beverage Service ➢ Housekeeping / Accommodation Operations / Accommodation Management ➢ Front Office Operations/Front Office Management Level at which Teaching Experience has been gained: • 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).

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

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
6	Field of Selection in case of deputationist.	(a). Officers holding (i) analogous posts Or (ii) with 5 years service in posts in the scale of Pay level 10 (As per 7th CPC)Rs. 56100 - 177500) or equivalent. Or (iii) with 8 years service in posts in the scale of Level 7 (As per 7th CPC) Rs. 44900 - 142400).

		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 Pomotion:	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

17/05/2019

Sr. No.	Name of the 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 qualifications and experience etc. required for direct recruits.	Age limits for Direct recruits (years)	Whether age limits, qualification etc. are applicable to promotees.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
1.	Executive Officer (Mkt. & Fin.)	Subject to variation depending upon workload.	700-40-900-EB-40-1100-50-1300 (Revised Pay Scale) Rs. 2200-75-2800-EB-100-4000.	Transfer on deputation/ transfer basis/ Departmental training which may lead to direct recruitment.	N.A.	Officers of the Central Govt./State Govts./Public Sector Undertakings/Autonomous bodies/ holding analogous post or with three years' service in the scale of Rs.550-1200 or equivalent and possessing knowledge of administrative and financial rules applicable to the Govt., preferably in Govt. educational Institutes.	(i) Graduate (ii) Adequate knowledge of administration and financial rules as applicable in the Govt. preferably in an educational Institution, with atleast 7 years experience.	Not exceeding 35 yrs.	N.A.

Desirable:

(1) Advanced Service Management Course from any recognised Institution.

(2) Training in any discipline connecting with the Hotel & Catering Industry.

Promotion: from Office Superintendent/ Accountant with minimum 5 years service in the grade.

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 office Superintendent/ Accountant with five years' regular service in respective grade shall also be /

considered and in case the departmental candidate is selected for the post, the appointment will be treated as on promotion.

5th Pay Commission Scale
Rs 8000-275-13500/-

*Period of deputation shall ordinarily not exceed ... years.

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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.

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 (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.	Not Applicable	2 years	By Composite method, Promotion plus deputation (including short-term contract), failing which by direct recruitment.

Contd/-

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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	11
Promotion 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. Deputation: 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. Direct Recruitment: As referred in column-6. 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).	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 Note 1: Prior consultation of the Administrative Ministry will be necessary on each occasion. Note 2: Appointing Authority will be Chairman BOG. Departmental Promotion Committee (for confirmation) 1. CEO, NCHMCT – Chairman 2. Director (A&F), NCHMCT – Member 3. Director (Studies/ Academics), NCHMCT – Member

संदीप सिंह / SANDEEP SINGH
सहायक निदेशक/Asstt. Director
पर्यटन मंत्रालय/Ministry of Tourism
भारत सरकार/Govt. of India
नई दिल्ली/New Delhi

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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 (Studies)
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.	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 : (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.

		-Ability to use Computer is an essential qualification Essential Total 5 years experience out of which 3 years teaching experience to UG and above is compulsory
7.	Age limits for Direct Recruits	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.)
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.

17/5/2021

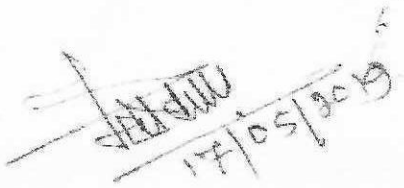
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ANNEXURE - II

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 and experience etc. required for direct recruits.	Qualifications: -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 Preservationland Network Management in a reputed organization. **OR** -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. **Desirable** -Experience in Academic Data Management and Network Management in a Recognized Educational Institute.
7.	Age limits for Direct Recruits	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)
8.	Whether Age limit qualifications etc. applicable to promotion:	N.A.

14/05/2019

9	Eligibility of Deputation	NA
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

I	II	III
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	**Promotion:** 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 8000 on regular basis on 1st January, 2006 will be ex-officio senior to those who were holding posts in the pre-revised scale of Rs 8000-8000

Deputation:

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

(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 2with 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 deputationists 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 prerevised 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.

If Departmental Promotion/ Selection Committee exist	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

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.	Field of selection in case of deputationist.	Education and other qualifications and experience etc. required for direct recruits.	Age limits for direct recruits (years)	Whether age limits, qualification etc. applicable to promotees.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
10.	Office Superintendent.	1, Subject to variation depending upon work load.	500-20-700-EB-25-900- (Revised Pay Scale) Rs.1640-60-2600-EB-75-2900.	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	"Promotion-Asstts./ PAs with 5 years' service in the respective grade. 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 qualifications and experience prescribed for direct recruits. (Period of deputation shall not ordinarily exceed 3 years.)	Graduates of a recognised University with 5 years experience in administration and financial matters. Ability to use Computer as an essential qualification	Upto 30 yrs.	Educational qualifications - YES Age limits - NC

5th Pay Commission Scale

Rs 5500-175-9000/—

6th Pay Commission Scale

Rs 9300-34800 + Rs 4200/- (GP)

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 7th 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 and other Qualifications for Direct Recruits	Post Graduation in Hospitality/Tourism or MBA from a recognized University/Institute. **And(+)** 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: 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 Qualification: Ph.D. Degree **AND** Essential Experience 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. **OR** 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.
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 whether selection post or non-selection post.	Field of selection in case of deputation	Qualification and experience etc. required for direct recruits.	Age limit for direct recruits (years)	Qualification etc. applicable to promotees.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
11.	Accountant	1 Subject to variation depending upon work load.	Rs.500-20 700-EB- 25-900 (Revised Pay Scale) Rs.1640-60- 2600-EB- 75-2900.	By transfer on deputation/ transfer failing which by direct recruitment.	N.A.	Transfer on deputation/ transfer (1)SAS (Subordinate Accounts Service) Accountants from any of the organised Accounts Departments (2)Assistants with [illegible] or [illegible] 8 [illegible] service in [illegible] Govt. Deptt. [illegible] having under-gone training in Cash and Accounts at the Institute of Secretariat Training and Management.	Graduate in Commerce with five years experience in Commercial Organisation or educational Institutions or a Government Office or SAS Accountant with two years experience in the establishment matters	upto 30 years	N.A.

5th Pay Commission Scale

Rs 5500-175-9000/-

6th Pay Commission Scale

Rs 9300-34800 + Rs 4200/- (GP)

Ability to use Computer as an essential qualification

Recruitment Rules for the post of Assistant, NCHMCT

(an Autonomous body under Ministry of Tourism, GoI)

Sl. No.	Subject / Title	Existing clause	Revised clause
1.	Name of the post	Assistant	Assistant
2.	Number of post	3 (Subject to variation depending upon workload)	3 (Subject to variation depending upon workload)
3.	Pay Level (as per existing RR and also as per 7 CPC)	Rs. 425-15-500-ER-15-560-20-700-EB-25-800	Pay Level 6 as per 7th CPC
4.	Whether selection or non-selection	Non-selection	Non-selection
5.	Age limit for direct recruits	Up to 30 years	Up to 32 years
6.	Educational and other qualifications required for direct recruits	Essential: Graduate of a recognized University with at least five years office experience. Desirable: Working speed in typewriting.	Essential: Graduate of a recognized University with at least five years office experience. Desirable: Knowledge of computers and digital applications such as MS Office, AI etc.
7.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Education Qualification YES Age Limits - NO	Education Qualification – YES Age Limits - NO
8.	Period of probation, if any	--	2 years for DRs and Promotees
9.	Method of recruitment whether by promotion by or deputation/absorption or by direct recruitment and the percentage of the vacancies to be filled by various methods	50% by promotion failing which by transfer on deputation, and 50% by transfer on deputation/transfer failing which by direct recruitment.	66⅔% by promotion and 33⅓% by direct recruitment.
10.	In case of recruitment promotion/deputation/absorption, grades from by which Promotion/deputation/ absorption to be made	Promotion: LDCs with 10 Years regular service in the grade. Transfer on deputation / transfer: Officers of Central Govt./ Autonomous Bodies / Public Sector Undertakings / Institutes of Hotel Management / Food Craft Institutes, holding analogous posts or with 5 years' service in the scale of Rs. 330-560 or equivalent, and possessing the qualifications and experience prescribed for direct recruits. "(Period of deputation shall ordinarily not exceed three years)"	Promotion: 10 (ten) years' regular service in the grades of Lower Division Clerk and Upper Division Clerk combined, rendered after appointment thereto on a regular basis, out of which at least two (02) years shall be in the grade of Upper Division Clerk. Transfer on deputation / transfer: Officials of Central Govt./ Autonomous Bodies / Public Sector Undertakings / Institutes of Hotel Management / Food Craft Institutes, holding analogous posts or with 5 years' service in the Pay Level-4 or equivalent, and possessing the qualifications and experience prescribed for direct recruits. "(Period of deputation shall ordinarily not exceed three years)"
11.	If a Departmental Promotion Committee exists, what is the composition	--	i. CEO, 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

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National Council for Hotel Management & Catering Technology
पर्यटन मंत्रालय, भारत सरकार के अधीन एक निकाय
An Autonomous body under Ministry of Tourism, Govt. of India
ए-34,सेक्टर-62,नोएडा (भारत)/A-34, Sector-62,Noida (INDIA)

27/4/26

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 7th 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	Essential Qualifications 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. Desirable Certificate Course in Computer
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

I Sl. No.	II Criteria	III Proposed Recruitment Rules
1.	Name of the post	Stenographer Grade C
2.	Number of Posts	One
3.	Classification	Group C
4.	Pay Scale	Pay Band-2 Rs. 9300-34800 + GP Rs. 4200
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	Two years for promotees
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	**Promotion:** Stenographers Grade D in the Pay Band I with Grade Pay of Rs. 4200 with ten years regular service in the grade. **Note1:** 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 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 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 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.	CEO, 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

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I Sl. No.	II Criteria	III Proposed Recruitment Rules
1.	Name of the post	Stenographer Grade D
2.	Number of Posts	One
3.	Classification	Group 'C'
4.	Pay Scale	Pay Band-1 Rs 5200-20200+ GP Rs 2400
5.	Whether post is Selection/ non-Selection	Not applicable
6.	Age limit for Direct Recruitment	Between 18 and 27 years (Relaxable for Government servants up to 40 years in accordance with instructions or orders issued by the Central Government from time to time) Note: The crucial date for determining the age limit shall be as advertised by the NCHMCT
7.	Educational and Other Qualifications for Direct Recruitment	(i) 12th pass or equivalent from a recognized Board or University. (ii) Skill test Norms Dictation 10 Minutes @ 80 words per minutes Transcription: 50 minutes in English, 65 minutes in Hindi (on computer)
8.	Whether age and Qualification prescribed for DR will apply in case of Promotion	Not applicable
9.	Period of Probation if any	Two years
10.	Method of Recruitment, whether Direct/ Promotion/ Deputation/ Absorption basis	By direct recruitment. 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).
11.	In case of recruitment by Promotion/ Deputation/ Absorption-Grade from which Promotion/ Deputation/ Absorption	Not applicable
12.	If Departmental Promotion Selection Committee exist	Group-C Departmental Promotion Committee (for confirmation) i. CEO, 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

Recruitment Rules for the post of Upper Division Clerk, NCHMCT

(an Autonomous body under Ministry of Tourism, GoI)

Sl. No.	Subject / Title	Existing clause	Revised clause
1.	Name of the post	Cashier (U.D.C.)	UDC
2.	Number of post	01	01
3.	Pay Level (as per existing RR and also as per 7 CPC)	---	Pay Level -4 as per 7thCPC
4.	Whether selection or non-selection	--	--
5.	Age limit for direct recruits	22-30 years	32 years
6.	Educational and other qualifications required for direct recruits	Essential Qualification: Commerce Graduate of recognized University with at least 3 years' experience preferably in Govt. Office, Educational Institution. Desirable: Working speed in typewriting.	Essential Qualification: Graduate of recognized University with at least 3 years' experience preferably in Govt. Office, Educational Institution. Desirable: Knowledge of computers and digital applications such as MS Office, AI etc.
7.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		Age – NA Educational Qualification : as per Direct recruits
8.	Period of probation, if any	--	2 years
9.	Method of recruitment whether by promotion by or deputation/absorption or by direct recruitment and the percentage of the vacancies to be filled by various methods	By Promotion from LDC with a minimum of 8 years' service in the grade, failing which by Direct Recruitment.	By promotion failing which by direct recruitment
10.	In case of recruitment promotion/deputation/absorption, grades from by which Promotion/deputation/ absorption to be made	--	Promotion: from LDC with a minimum of 5 years' service in the grade
11.	If a Departmental Promotion Committee exists, what is the composition	--	i) Director (A&F), NCHMCT – Chairperson ii) Director (Academic), NCHMCT – Member iii) One Expert to be nominated by Chairperson – Member iv) One representative of SC/ST community to be nominated by Chairperson - Member

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27/4/26

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.	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.)	Whether age limits, qualifications etc. applicable to promotees.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
(V)	LDC	3, Subject to variation depending upon work load.	Rs.260-6-290-EB-6-326-EB-8-390-10-400. (Revised Pay Scale) Rs. 950-20-1150-EB-25-1500.	Direct recruitment	N.A.	N.A.	Essential: 10th of 10+2 system or equivalent with a typing speed of 30 w.p.m. with [illegible] year exp[illegible] Desirable: Working knowledge of Hindi and Hindi Typewriting	18-25 years	N.A.

5th Pay Commission Scale

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

6th Pay Commission Scale

Rs. 5200-20200 + Rs. 1900/- (GP)

Ability to use Computer as an Essential qualification.

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
18.	Staff car Driver	1	260-6-290-EB-6-326-8-390-10-400. (Revised Pay Scale) Rs.950-20-1150-EB-25-1500.	By transfer on deputation/ transfer failing which by direct recruitment.	N.A.	Group 'D' Staff of Central Govt. with a driving licence for cars and light vehicles and 3 yrs. experience in driving & maintenance/repair of similar vehicles.	Atleast 8th pass with a driving licence for cars and light vehicles and 3 years experience in driving and maintenance/repair of similar vehicles. Preference to ex-servicemen.	18-25 Years.	Yes, but not age limits.

5th Pay Commission Scale

Rs. 3050-75-3950-80-4590

6th Pay Commission Scale

Rs 5200-20200 + Rs 1900 (GP)

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
16 21	Peons/ Safaiwalas/ Watchmen.	6 Subject to variation depending upon workload.	196-7-220-8-232. (Revised Pay Scale) 750-12-870-EB-14-94	Direct recruitment.	N.A.	N.A.	For Peon: 8th Class Pass. Desirable: Experience of 1 year. For Watchman: Primary school pass. Desirable: Ex-service-man. Safaiwala: Primary school pass.	18-25 Years.	N A

5th Pay Commission Scale

Rs 2550-55-2660-60-3200/-

6th Pay Commission Scale

Rs. 5200-20200 + Rs 1800 (GP)