

**भारतीय पर्यटन
एवं यात्रा प्रबंध
संस्थान**



**IITTM
पर्यटन शिक्षा
संस्कृति रक्षा
www.iittm.ac.in**

**INDIAN INSTITUTE OF
TOURISM AND TRAVEL
MANAGEMENT (IITTM)**

(भारत सरकार के पर्यटन मंत्रालय के अधीन स्वायत्तशासी संस्थान)
केन्द्र: ग्वालियर, भुवनेश्वर, नोएडा, नैल्लोर, गोवा
कैम्प: शिलांग एवं बोधगया

(An Autonomous Body under Ministry of Tourism, Government of India)
Center: Gwalior (H.O.), Bhubaneswar, Noida, Goa and Nellore
Camps: Shillong and Bodh Gaya

Engagement of Managers

IITTM requires **Managers** and **Assistant Managers** to be engaged for project works in Ministry of Tourism, Govt. of India on purely on temporary basis on a consolidated remuneration for a period of one year which may be extended on successful completion of service rendered and as per requirement of Ministry of tourism.

Managers - 02

Basic Qualification: MBA(Tourism) or equivalent degree in Tourism with experience of 5-years.

Assistant Managers - 04

Basic Qualification: MBA(Tourism) or equivalent degree in Tourism with experience of 5-years.

The interested candidates may apply online through "Link" available at our website: www.iittm.ac.in

by 6th January, 2023. For details please visit www.iittm.ac.in

Director – IITTM

ADMISSION OPEN IN IITTM
MBA (Tourism & Travel Management) 2023-25
BBA (Tourism & Travel) 2023-26
For details please visit : www.iittm.ac.in

Size- 10x8

Notification for engagement of Managers for MOT

Dated 31.12.2022

TERMS AND CONDITIONS

Need for engaging Skilled Tourism workforce for MOT

- Enhanced synergy through liasioning between Central and State Government for effective Implementation of projects, schemes and initiatives of the Ministry of Tourism
- Creation of a healthy competitive work environment at the State level
- Maximization of Productivity and Improvement of the Quality of Work
- Enhancement of the growth of the tourism sector especially in the government sector
- Industry Expertise for improved efficiency on specialized projects
- Organized Time Management for meeting deadlines
- Increased Innovation and Creativity for niche project areas

Proposed engagement of Managers and Assistant Managers:

- Managers No. of position (02)
- Assistant Managers No. of position (04)

Profile Description:

Designation	Manager	Assistant Manager
No. of posts	02	04
Location	Ministry of Tourism, New Delhi	Ministry of Tourism, New Delhi.
Qualification & Experience	MBA (Tourism) or equivalent degree in tourism with experience of 5 years in Projects of Central / State Govt. or Tourism sector	MBA (Tourism) or equivalent degree in tourism with experience of 2 years in Projects of Central / State Govt. or Tourism sector
Nationality	Indian	Indian
Age Limit	Not more than 40 years (As on 08.01.2023)	Not more than 35 years (As on 08.01.2023)
Nature of Engagement	Contractual	Contractual
Period of Engagement	1 year	1 year
Remuneration	Rs 75,000 (Fixed) (includes out-of-pocket expenditure and statutory deductions)	Rs 50,000 (Fixed) (includes out-of-pocket expenditure and statutory deductions)
Selection Procedure	Multiple rounds of Interview by IITM as well as MOT	Multiple rounds of Interview by IITM as well as MOT

❖ **Designation: Manager**

- No. of posts: 02 and as required vacancies may likely to be increased.
- Location: Ministry of Tourism, New Delhi
- Nationality: Indian
- Age Limit: Not more than 40 years (As on 06.01.2023)
- Nature of engagement: Contractual
- Selection Procedure: Interview
- Fixed Remuneration: Rs 75,000 (includes out of pocket expenditure and statutory deductions)
- Tax Deduction: TDS Certificate will be issued by IITTM for Income Tax or any other tax deducted at source before effecting the payment as per the prevailing rules. Goods and Service Tax, as applicable shall be admissible to the Manager. IITTM shall not be responsible for any liability for taxes or other contributions payable by the Manager on payments made under this contract.

Educational Qualification: Master's Degree (MBA) in Travel and Tourism or equivalent degree in tourism from recognized University/ Institute approved by AICTE/UGC.

Essential Experience: 5 years of experience in tourism sector or tourism projects of Central/ State Governments

Desirable Experience:

1. Relevant experience in tourism sector in formulation, execution, implementation, research, monitoring and evaluation of tourism and hospitality projects for State/ Central Governments
2. Relevant experience in National/State/UT level project management in destination development, tourism infrastructure development and implementation in India
3. Experience in providing assistance for undertaking DPR preparation/ feasibility studies / carrying capacity/ gap assessment studies/ Master Planning/ Development Plans or Strategy pertinent to projects in tourism, hospitality industry, infrastructure development for State/Central Governments.

❖ **Designation: Assistant Manager**

- **No. of posts:** 04 and as required vacancies may likely to be increased.
- **Location:** Ministry of Tourism, New Delhi
- **Nationality:** Indian
- **Age Limit:** Not more than 35 years (As on 06.01.2023)
- **Nature of engagement:** Contractual
- **Fixed Remuneration:** Rs. 50,000 (includes out of pocket expenditure and statutory deductions)
- **Tax Deduction:** TDS Certificate will be issued by IITTM for Income Tax or any other tax deducted at source before effecting the payment as per the prevailing rules. Goods and Service Tax, as applicable shall be admissible to the Assistant Manager. IITTM shall not be responsible for any liability for taxes or other contributions payable by the Assistant Manager on payments made under this contract.

Educational Qualification: Master's Degree (MBA) in Travel and Tourism or equivalent degree in tourism from recognized University/ Institute approved by AICTE/UGC.

Essential Experience: 2 years of experience in tourism sector or tourism projects of Central/ State Governments.

Desirable Experience:

1. Relevant experience in tourism sector in formulation, execution, implementation, research, monitoring and evaluation of tourism and hospitality projects for State/ Central Governments
2. Relevant experience in National/State/UT level project management in destination development, tourism infrastructure development and implementation in India
3. Experience in providing assistance for undertaking DPR preparation/ feasibility studies / carrying capacity/ gap assessment studies/ Master Planning/ Development Plans or Strategy pertinent to projects in tourism, hospitality industry, infrastructure development for State/Central Governments

Scope of work: To assist in agenda setting and preparation of issue notes preparing during outcome documents and report. Assist in Inter ministerial coordination, coordination with G-20 Cell of MEA and with G-20 Tracks, working group, International organizations, engagement groups and knowledge partners. Assist in handling the responsibilities of organizing G-20 meetings and events etc. Any other task assigned by the head of the Division.

Period of Engagement: The initial engagement may be valid for one year and may be renewed on successful completion of service rendered and as per requirement. The contract can be terminated by giving a 30 days' Notice period by either party, i.e. IITTM or the employee.

Leave Policy: Assistant Manager shall be entitled for leave at the rate of 1.5 days of each completed month with no accumulation of leave beyond a calendar year on a pro-rata basis. Further, the absence up to one month may be considered without remuneration.

Code of Conduct: The Manager shall be expected to follow all the rules and regulations of the Government of India which are in force. He/she will be expected to display utmost honesty, secrecy of office and sincerity while discharging his/her duties.

Police Verification: Police verification shall be done as per the latest instructions issued by MHA. In case the police verification is received as negative, the contract of the Manager shall cease to exist with immediate effect without any notice.

Application Fee: Eligible applicants has to remit a non-refundable application fee of Rs.500/- (Rupees Five Hundred Only) in IITTM's bank account No 034422010000053 IFS CODE UBIN0903442 of Union Bank of India, Phalka Bazar, Gwalior (MP) through NEFT/RTGS and fill up the transaction Reference Details in the application form before submitting the form.

The interested candidates may apply online through "**Link**" available at our website: www.iittm.ac.in by 6th January, 2023. For details please visit: www.iittm.ac.in.

Director-IITTM, Gwalior