

INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY AND APPLIED NUTRITION

(An Autonomous Body under Ministry of Tourism, Govt. of India)

C.I.T. Campus, Tharamani P.O., Chennai - 600 113.

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EMPLOYMENT NOTIFICATION

Institute invites applications for the following posts (By DEPUTATION)

ITEMS	PROVISION
Name of the Post	ADMINISTRATIVE-CUM-ACCOUNTS OFFICER
No. of vacancies	01 (One) - UR
Scale of Pay	Level-10 as per Pay Matrix of 7th Pay Commission
Age Limit	'Not Exceeding 56 years' and on the closing date of receipt of application'
Method of Recruitment	By Deputation of Officers holding analogous posts under Central Government/National Council for Hotel Management & Catering Technology / Officers from any other Central / State Institute of Hotel Management / Food Craft Institute / other autonomous bodies and PSUs.
Period of Deputation	Initially 2 years, can be extended up to one additional year subject to the clearance of the Board of Governors IHM, Chennai.

ITEMS	PROVISION
Name of the Post	ACCOUNTANT
No. of vacancies	01 (One) - UR
Scale of Pay	Level-6 as per Pay Matrix of 7th Pay Commission
Age Limit	'Not Exceeding 56 years' and on the closing date of receipt of application'
Method of Recruitment	By Deputation of Officers holding analogous posts by deputation from officers in the offices of CAG/CGA of eligible officers under Central Government/National Council for Hotel Management & Catering Technology / Officers from any other Central / State Institute of Hotel Management / Food Craft Institute / other autonomous bodies and PSUs.
Period of Deputation	Initially 2 years, can be extended up to one additional year subject to the clearance of the Board of Governors IHM, Chennai.

Other Instructions: Eligible candidates are required to apply on prescribed application form which can be downloaded from www.ihmchennai.org. The duly filled in application form along with all required self-attested testimonials of proof of educational and other qualifications, age proof etc. are to be sent to the Principal i/c, at the above mentioned address within 30 days from the date of publication of the advertisement. No TA/DA would be paid to the candidates for appearing for personal interview (or) written test + personal interview.

The candidates must apply through Proper Channel and the application should be attached with following documents. Application not sent through Proper Channel are liable to be summarily rejected.

1. Annual Performance Appraisal Report (APAR) / Annual Confidential Report (ACR) for last five years duly attested by the competent authority.
2. Vigilance Clearance Certificate.
3. Integrity Certificate.

The Competent authority reserves the right to cancel / republish the advertisement without assigning any reason.

PRINCIPAL i/c.