



होटल प्रबंधन खानपान प्रद्योगिकी और अनुप्रयुक्त पोषण संस्थान, कोलकाता  
**Institute of Hotel Management Catering Technology and Applied  
Nutrition, Kolkata**

(An Autonomous Organization under Ministry of Tourism, Government of India)

P-16, Taratala Road, Kolkata – 700 088

Email: [principal@ihmkol.org](mailto:principal@ihmkol.org)

Website: <https://ihmkol.org>

**Application for the Post of : Principal**

(Last date for submission of application: 31.08.2022)

Affix your recent  
passport size  
photograph  
(not older than three  
months)

1. Name in full (In Block Letters) : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Mother's Name : \_\_\_\_\_
4. Category (UR/OBC/SC/ST) : \_\_\_\_\_
5. Whether PH (please specify) : \_\_\_\_\_

6.	Date of Birth: Should be born on or after Category	Date	Date of birth of the Candidate	Whether fulfilling the eligibility age criteria and how
	Open Category (53 years as on 30.06.2022)	30 <sup>th</sup> June 1969		
	Departmental Candidates: Regular eligible employees of Govt. sponsored IHMs	30 <sup>th</sup> June 1964		

(For age proof attach attested copy of the Matriculation Certificate)

7. Permanent Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Correspondence Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Tele. / Mob. No. with STD Code : \_\_\_\_\_
10. Email ID : \_\_\_\_\_

11. Educational Qualifications and Experience (**Must have fulfilled all the requirements mentioned under one Category, out of the three categories below. Part fulfilment of one category and remaining part from other category will not make the candidate eligible**):

<b>CATEGORY A</b>			
<b>Required Essential Qualification</b>	<b>Qualification possessed By the Candidate % of Marks</b>	<b>Whether fulfilling the eligibility criteria and how</b>	
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 <b>OR</b> ii) An Institute approved by AICTE <b>OR</b> iii) An Institute Approved by the State Board of Technical Education; <b>OR</b> iv) An Institute affiliated to University duly recognized by UGC; <b>OR</b> v) Central/ State/Deemed to be University recognized by UGC; <b>OR</b> vi) Equivalent degree/diploma of foreign university/institution recognized by AIU.			
<b>Desirables:</b>			
Ph.D. in relevant field (Topic)			
<b>Required Experience</b>	<b>Essential</b>	<b>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)</b>	<b>Whether fulfilling the eligibility criteria and how</b>
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 experience of 20 years. Experience as Principal of recognized Food Craft Institute will be treated at par with HOD.  <b>OR</b>			

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.		
<b>CATEGORY B</b>		
Required Essential Qualification	Qualification possessed By the Candidate % of marks	Whether fulfilling the eligibility criteria and how ↓
Two years 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 relevant field (Topic)		
Required Essential Experience	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 ↓
<p><b>For Private Sector:</b> 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 each of the last three years.</p> <p style="text-align: center;"><b>OR</b></p>		

<p><b>For Government / PSUs / Autonomous Bodies:</b></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 relevant field (Topic)		
Required Essential Experience	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 ↓
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.		

12. Other Educational Qualification if any in chronological order: (Use separate sheet if required)

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Please attach attested photocopy of certificates in respect of category, qualification and last pay slip and attested copies of experience details.

13	Whether employed under Central/ State Government / Autonomous Body/ PSU: (Such applicant should send the application through proper channel only)	
14	Whether any punishment imposed by the employer during last 10 years and whether any disciplinary case is pending or contemplated presently:	
15	Present post held and pay drawn last:	Post:  Pay Scale:
16	Any special Achievement during past service and awards/ Prizes received:	
17	Publication if any in reputed journals (please mention along with name of the Journals)	

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

**Verification:**

I hereby certify that the information furnished above is correct to the best of my knowledge and belief. I have not suppressed any material fact or factual information in the above statements. I am aware, that, in case, I have given wrong information or suppressed any material fact or factual information, or I do not satisfy the eligibility criteria according to the advertisement, then my candidature will be rejected/Services terminated in between the selection process and even after employment without giving any notice or reason thereof.

Place:

(Signature of the Candidate)

Date:

Name: .....

## General Conditions

- The above posts carry usual allowance as admissible under Central Govt. The Post is Non-Pensionable but the **New Pension Scheme** as per Rules is applicable.
- Age of Superannuation: The Age of Superannuation shall be 60 years or as applicable in the Institute from time to time.
- Duly filled-in application form, complete in all respects along with self-attested copies of certificates and recent passport size photograph, available on the Institute website <https://www.ihmkol.org> must reach the office of **THE PRINCIPAL, INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY AND APPLIED NUTRITION, P-16, TARATALA ROAD, KOLKATA - 700088** **LATEST BY 31<sup>st</sup> AUGUST 2022, 5.00 P.M.**
- The candidates employees in the Govt. /Quasi or Semi Govt. / Autonomous organization who are applying for the post on Direct Recruitment basis, must apply "***Through Proper Channel***" or produce '***NOC***' from their present employer at the time of interview.
- No TA/DA will be paid to the candidate called for Interview.
- Incomplete and applications received late 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<sup>th</sup> June 2022.**

Date: 23<sup>rd</sup> July 2022.

  
PRINCIPAL / SECRETARY  
IHMCTA&N KOLKATA