



169/2, Greams Road
Chennai – 600 006
Tel / Fax: - +91 44 28292130
Email: - gm@ktdcraindrops.com
Web page: - www.ktdc.com/raindrops.php

KTDC/RD/EST/399 /2023-24

18/10/2023

APPLICATION INVITED FOR THE POST OF CONSULTANT RECEPTIONIST

Kerala Tourism Development Corporation Limited invites applications from eligible candidates for the post of **Consultant Receptionist** for its unit at Hotel Raindrops, Chennai

The terms and conditions are as listed below:-

Name of post	: Consultant Receptionist
No. of vacancy	: 02 (Two)
Posting Locations & period	: Hotel Raindrops, Chennai initially for one year
Remuneration	: 20,000/- p.m
Qualification	: Should complete Diploma course FCI / NCVT / ITI
Experience	: Minimum 1 year experience in Reputed hotel chain
Documents to be attached	: Application for the post of Consultant Receptionist Proof of qualification, experience and two passport size photographs.
Last date of submission of application	: 10/11/2023 before 5.15 p.m

Candidates satisfying the above requirements may send the duly filled application form in the prescribed format as uploaded in the official website, www.ktdc.com along with self-attested copies of the certificates for proof of age, qualification & experience super scribing the post applied for, **by e-mail to raindrops@ktdc.com** and hard copies of the same by ordinary post to the following address so as to reach this office before 5.15 p.m on **10th November, 2023**. After conducting scrutiny, the eligible candidates have to attend a trade test for 80 marks and an interview for 20 marks within one week from the last date of submission of application, which will be intimated to the eligible candidates through e-mail and telephone call.

The General Manager
Kerala Tourism Development Corporation Ltd
Hotel Raindrops,
169/2 Greams Road
Chennai – 600 006
Tamilnadu



GENERAL MANAGER



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Write your name in the back of your photograph and paste here

APPLICATION FOR CONSULTANT RECEPTIONIST

01. Name (in block letters as in SSLC or equivalent) :
02. Address for communication :
03. E-mail id. :
04. Mobile Nos. :
05. Permanent address :
06. Landline No. :
Aadhaar No & PAN No :
07. Passport Details :
08. Age as on 01/09/2023 & Date of birth:
09. Sex :
10. Religion & Caste (Specify SC/ST/OBC) :
11. Whether married :
12. Physical Characteristics : Height : Cm.
Weight : Kg.
13. Identification marks : (i)
(ii)
14. Family Details (Parents, Brothers, Sisters, Wife / Husband & Children)

Sl. No	Name	Age	Occupation	Relationship

15. Consultant Post Applied for :

16. Salary drawn presently :

17. Academic Records (Including Courses Completed from SSLC onwards)

Sl. No	Name of Course	Name & Address of institution where studied	Date of Entry	Date of Leaving	Class / Rank obtained	Year of passing	Elective Subject / Specialization

18. Previous Employment History:

Sl. No	Name of the Organization	Period		Post Held	Salary Drawn	Reason for leaving
		From	To			

19. Name and address of two references with contact number

(i)

(ii)

DECLARATION

I hereby declare that all details furnished above are true and correct to the best of my knowledge and belief, I am aware that in the event of furnishing any false information/suppressing any information, the Corporation reserves its right to terminate my service without notice or pay in lieu thereof.

Place:

Date:

Signature of Candidate