इंडियन रेलवे केटरिंग एण्ड टूरिज्म कॉरपोरेशन लिमिटेड
(भारत सरकार का उद्यम– नवरत्न)
INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise-Navratna)
CIN: L74899DL1999GOI101707
Website: www.irctc.com, Email: info@irctc.com

Vacancy Notice No. DEP- 18/2026

No. 2026/IRCTC/HRD/Dep/Legal **Date: 15.10.2026**

The Secretary, All Ministries & Departments of Central `Govt.	**The Secretary, Railway Board**
All General Mangers & PCPOs, All Indian Railways/Production Units	**Director General, RDSO, Lucknow**
Director General's/Directors, All Railway Training Institutes & RPF	**CMD/MD/Chairman, All Railway PSUs.**
CMD/MD/Chairman, All Central PSUs.	

Sub.: Filling up One (01) post of Dy. General Manager/Jt. General Manager (E4/E5 level) in Legal Department at IRCTC Corporate Office, New Delhi on deputation basis.

Indian Railway Catering and Tourism Corporation Ltd. is desirous to fill up One (01) post of Dy. General Manager/Jt. General Manager (E4/E5 level) in Legal Department at IRCTC Corporate Office, New Delhi on deputation basis.

The enclosed Vacancy Notice may please be circulated and applications of willing officials may be sent to this office, so that the same are received in this office well before **13.11.2026.**

DA: As above.

15/10/26

(M. Vasu)
Addl. General Manager/HRD

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Organization	:	Indian Railway Catering and Tourism Corporation Ltd. (IRCTC)
Title	:	Dy. General Manager/Jt. General Manager (E4/E5 level)
Department	:	Legal
No of posts	:	One (01) post
Location	:	Corporate Office, IRCTC New Delhi. **Note:** Job/Posting may be changed as per business requirement.
Duration	:	Three years or till IRCTC is exempted from the rule of Immediate absorption, whichever is earlier.
Term of appointment	:	Deputation
Age	:	Below 56 years as on closing date of the vacancy notice.
Scale of Pay	:	Parent Pay plus Deputation Allowance, Other Perks and allowances applicable as per IRCTC policy.
Educational Qualification	:	Full-time LLB Degree (3/5 years) from a recognized University/Institute. **Desirable Qualification:** -Preference shall be given to the candidates having LLM from a recognized University/Institute.
Experience		Essential experience: Minimum 10 years of service in Railways/CPSU, out of which three years should be in Legal department/Section, handling, arbitration, litigation, contracts, drafting, vetting & review of contracts/ commercial documentation.
Selection Criteria	:	As per the procedure advised by Ministry of Railways Letter No.2017/E(O)II/41/5 dated 25.05.2017.
Pay Scale Eligibility	:	**For Jt. General Manager/E5:** Rs. 15600-39100 GP- 6600 (6^{th} CPC) /Level- 11 (7^{th}CPC), CDA pattern. Rs. 80000-220000 or its equivalent in IDA pattern **-OR-** **For Dy. General Manager/E4:** Rs. 15600-39100 GP 5400 (6^{th} CPC) /Level- 10 (7^{th} CPC), CDA pattern. Rs. 70000-200000 or its equivalent in IDA pattern.
Note	:	Cut Off date for age and eligibility would be reckoned as on closing date of vacancy notice.
Web Address	:	www.irctc.com- HR & Career – Recruitment- Deputation
Closing Date	:	**13.11.2026**

15/10/26

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Candidate shall apply through proper channel for selection on deputation basis to the above-mentioned vacancy in the prescribed proforma attached herewith.

The applications of eligible officials of Zonal Railways, Concerned HR departments, etc may be forwarded through proper channel (by concerned Cadre Controlling authority) with latest vigilance and D&AR Clearance, along with D&AR/Vigilance details duly sought in the 3rd page of application format and APARs of last 03 years in the Parent Organization/Railway Board for onward transmission to IRCTC on the following address:

Address: -
GM(HR), IRCTC Corporate office, 4th floor, Tower-D, World Trade Centre,
New Delhi-110 029.

A scanned copy of application in the enclosed format duly filled may also be sent by candidate in advance through e –mail to deputation@irctc.com.Candidates are advised to paste latest passport size colour photograph on the application form.

15/10/26

(M. Vasu)
Addl. General Manager/HRD

PRESCRIBED PROFORMA- FOR SUBMISSION OF APPLICATIONS ON DEPUTATION BASIS
FOR E3 & ABOVE POSTS (GAZETTED OFFICERS & EQUIVALENT)

Important (Please don't leave blanks)		
	Vacancy Notice No. (appears on the top right side of notice)	
	File No. (appears on the left side of vacancy notice)	
	Post against which application has been submitted	
	Choice of station (wherever applicable)	

Personal Data

1.	Name	:	
2.	Gender	:	
3.	Service	:	
4.	Department	:	
5.	Category	:	
6.	Date of Birth	:	
7.	DITS (Date of entry into Time Scale)	:	
8.	Date of entry in Gr. B (wherever applicable)	:	
9.	Present pay band with Grade pay and basic pay as on date of application	: :	
10.	Present Designation & Railway	:	
11.	Contact Detail		
(a)	Email ID		
(b)	Telephone(O)		
(c)	Telephone(R)		
(d)	Mobile Number		

12. Educational Qualifications:-

S.No.	Qualification/Degree	Year/ Division	Institution/University, Place/Country

13. **Experience Details:-**

S.No.	Designation & Railway with Place of posting	Grade (i.e. Gr.B/SS, JAG/SG/SAG)	From	To

14.	Details of previous deputation/Foreign assignment, if any	:	
15.	Whether debarred from deputation? If yes, please furnish details.	:	
16.	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.	:	
17.	Whether applied for deputation under Central Staffing Scheme i.e. Central deputation. If yes, registration number (if any) allotted by supremo.gov.in		

I certify that the details furnished by me above are true and I am eligible for the post as per the criteria laid down in the vacancy notice.

(Name and Signature of the applicant)

Place:
Date:

Paste
Passport size
color photograph

TO BE FILLED IN BY THE PARENT ORGANISATION
WHILE FORWARDING APPLICATION FOR DEPUTATION

1.	Whether any disciplinary proceedings have been initiated against the officer during his career so far? If yes, details thereof		
2.	Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter?		
3.	Whether the name of the officer: appears in the Agreed List/ Secret List?		
4.	Whether the officer can be spared: on deputation in the event of selection?		
5.	Please indicate ACR ratings for the: last three years in respect of the officer. (wherever applicable)		

Signature
Of the officer certifying the proforma

Name:_____

Designation:_____