

INSTITUTE OF HOTEL MANAGEMENT BODHGAYA

MINIMUM QUALIFICATION & ELIGIBILITY FOR TEACHING & NON TEACHING POSTS

TEACHING POSTS

S.No	Name of Post	Pay scale	Method of Selection	No. of Post	Eligibility Criteria
01	SENIOR INSTRUCTOR	Pay level 7, (As per 7th Pay) – Rs.44,900 /-	Personal Interview	01 (Un-Reserved)	<p>Educational Qualifications: Post Graduate in Hospitality/Tourism or MBA from a recognized University/Institute And (+) 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:</p> <p>(i) NCHMCT OR NCHMCT affiliated Institute OR (ii) An Institute approved by AICTE OR (iii) An Institute approved by the State Board of Technical Education OR (iv) An Institute affiliated to University duly recognized by UGC OR (v) Central/State/Deemed to be University recognized by UGC OR (vi) Equivalent degree/diploma of foreign university/institution recognized by AIU.</p> <p>Desirable Qualification: (i) PhD degree with Research papers publication in reputed journals</p> <p>Experience: At least 10 years of experience in teaching and hotel industry together including minimum 3 years teaching experience as Lecturer or equivalent in an Institute affiliated to National Council for Hotel Management & Catering Technology/AICTE/State Board of Technical Education/Recognized University. OR At least 10 years total experience (Teaching and industry together) including Hotel Industry experience minimum 3 years in Supervisory capacity in 3 star/Heritage or above category approved hotel, with 3 years experience in Teaching/Training.</p> <p>Age Limit:- Not exceeding 45 years. Upper age limit is relaxable upto 5 years in case of SC, ST and departmental candidates or as specified for any category by Government of Bihar from time to time.</p>

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02	INSTRUCTOR	(As per 7th Pay) – Rs.35,400/-	Written- Skill Test & Personal interview	01 (Un- Reserved)	<p><u>Educational Qualifications:</u></p> <p>Post Graduate in Hospitality/Tourism or MBA from a recognized University/Institute.</p> <p style="text-align: center;">And (+)</p> <p>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:</p> <ul style="list-style-type: none"> (i) NCHMCT OR NCHMCT affiliated Institute OR (ii) An Institute approved by AICTE OR (iii) An Institute approved by the State Board of Technical Education OR (iv) An Institute affiliated to University duly recognized by UGC OR (v) Central/State/Deemed to be University recognized by UGC OR (vi) Equivalent degree/diploma of foreign university/institution recognized by AIU. <p><u>Desirable Qualification:</u> PhD degree</p> <p style="text-align: center;">And</p> <p><u>Essential Experience:</u></p> <p>At least 5 (five) years teaching experience in the grade of Assistant Lecturer or equivalent from an Institute affiliated to National Council for Hotel Management & Catering Technology/AICTE/State Board of Technical Education/Recognized University.</p> <p style="text-align: center;">OR</p> <p>At least 7 years total experience (Teaching and industry together) including 3 years experience in Teaching/Training of a 3 star/Heritage or above category approved hotel.</p> <p>Age Limit:- Not exceeding 40 years. Upper age limit is relaxable upto 5 years in case of SC, ST and departmental candidates or as specified for any category by Government of Bihar from time to time.</p>
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03	LECTURER	(As per 7th Pay) – Rs.35,400/-	Written-Skill Test & Personal interview	02 (01- UR, 01- EBC)	<p><u>Educational Qualifications:</u></p> <p>Post Graduate in Hospitality/Tourism or MBA from a recognized University/Institute.</p> <p style="text-align: center;">And (+)</p> <p>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:</p> <ul style="list-style-type: none"> (i) NCHMCT OR NCHMCT affiliated Institute OR (ii) An Institute approved by AICTE OR (iii) An Institute approved by the State Board of Technical Education OR (iv) An Institute affiliated to University duly recognized by UGC OR (v) Central/State/Deemed to be University recognized by UGC OR (vi) Equivalent degree/diploma of foreign university/institution recognized by AIU. <p><u>Desirable Qualification:</u> PhD degree</p> <p style="text-align: center;">And</p> <p><u>Essential Experience:</u></p> <p>At least 5 (five) years teaching experience in the grade of Assistant Lecturer or equivalent from an Institute affiliated to National Council for Hotel Management & Catering Technology/AICTE/State Board of Technical Education/Recognized University.</p> <p style="text-align: center;">OR</p> <p>At least 7 years total experience (Teaching and industry together) including 3 years experience in Teaching/Training of a 3 star/Heritage or above category approved hotel.</p> <p>Age Limit:- Not exceeding 40 years. Upper age limit is relaxable upto 5 years in case of SC, ST and departmental candidates or as specified for any category by Government of Bihar from time to time.</p>
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04	ASSISTANT INSTRUCTOR	(As per 7th Pay) – Rs.35,400/-	Written-Skill Test & Personal interview	03 01- UR, 01- EBC, 01- UR(FEMALE)	<p><u>Educational Qualifications:</u></p> <p style="text-align: center;"><u>Category A:</u></p> <p>Post Graduate in Hospitality/Tourism or MBA from a recognized University/Institute. And (+)</p> <p>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:</p> <ul style="list-style-type: none"> (i) NCHMCT OR NCHMCT affiliated Institute OR (ii) An Institute approved by AICTE OR An Institute approved by the State Board of Technical Education OR (iii) An Institute affiliated to University duly recognized by UGC OR (iv) Central/State/Deemed to be University recognized by UGC OR (v) Equivalent degree/diploma of foreign university/institution recognized by AIU. <p><u>Desirable Qualification:</u></p> <ul style="list-style-type: none"> (i) PhD degree (ii) Six months working experience in a 3 star or above category hotel. <p><u>Mandatory qualification:</u></p> <p>Candidate should have qualified NHTET with prescribed percentage, conducted by NCHMCT.</p> <p style="text-align: center;"><u>Category B :</u></p> <p>Full time Bachelor's Degree in Hospitality/Hotel Administration/Hotel Management/Culinary Art from a recognized University/Institute securing not less than 55% marks in aggregate and at least 2 years of hospitality industry experience and also should have qualified NHTET with prescribed percentage, conducted by NCHMCT.</p> <p><u>Common clauses for Category A & B</u></p> <ol style="list-style-type: none"> 1. The period of service rendered as a teacher at UG and above level of Hospitality on contract basis (full time) shall be reckoned as valid experience for above purpose. 2. Those having Ph.D degree in Hospitality related subjects from a recognized University/Institute after above prescribed qualification, need not to qualify NHTET. <p><u>Age Limit</u></p> <p>Not exceeding 35 years. Upper age limit is relaxable upto 5 years in case of SC, ST and departmental candidates or as specified for any category by Government of Bihar from time to time.</p>
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05	TEACHING ASSOCIATE (CONTRACTUAL)	Rs.25,000/- (Consolidated)	Written-Skill Test & Personal interview	02 (UR)	<p>Full time Bachelor's Degree in Hospitality & Hotel Administration / Hotel Management after 10+2 from a Recognized University and full time Master's degree in Hospitality & Hotel Administration / Hotel Management securing not less than 60% marks in aggregate either in bachelors or master's degree.</p> <p style="text-align: center;">OR</p> <p>Full time Bachelor's Degree in Hospitality & Hotel Administration / Hotel Management after 10+2 from a Recognized University securing not less than 60% marks in aggregate with at least 2 years industry experience.</p> <p style="text-align: center;">AND</p> <p><u>Must have qualified NHTET conduct by NCHMCT with prescribed percentage to qualify for Teaching Associate. However the Candidate having Ph.D in Hospitality/ Hotel Management topic need not to qualify the prescribed NHTET.</u></p> <p><u>Age Limit</u> Not exceeding 30 years. Upper age limit is relaxable upto 5 years in case of SC, ST and departmental candidates or as specified for any category by Government of Bihar from time to time.</p>
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NON-TEACHING POSTS

S.No.	Name of Post	Pay scale	Method of Selection	No. of Post	Eligibility Criteria
01	ADMINISTRATIVE OFFICER	Pay level 10, (As per 7th Pay) – Rs.56,100 – Rs.1,77,500	Personal Interview or Written Test + Personal Interview.	01 UR	<p><u>Educational Qualifications:</u></p> <p>Bachelor of Commerce degree / BBA from a recognized University securing not less than 50% marks in aggregate.</p> <p><u>Experience:</u></p> <p>At least 8 (eight) years of service in administration and accounts and Office Documentation in any Central/State Government Institute of Hotel Management or Food Craft Institute or Public Sector Undertaking or Computer Competency is essential.</p> <p><u>Age Limit</u></p> <p>Not exceeding 50 years. Upper age limit is relaxable upto 5 years in case of SC, ST and departmental candidates or as specified for any category by Government of Bihar from time to time.</p>
02	OFFICE SUPERINTENDENT CUM ACCOUNTANT	(As per 7th Pay) – Rs.44,900 /-	Written & Personal Interview	02 (01- UR, 01- EBC)	<p>Education Qualification & Experience:-</p> <p>Graduate in Commerce with 5 years experience in commercial or educational Institutions or Government office or SAS Accountant with 2 years experience in establishment matters.</p> <p>Desirable : Knowledge of computers.</p> <p>Age Limit :-</p> <p>Not exceeding 35 years. Upper age limit relaxable upto 5 (five) years for SC/ST, departmental candidates and as specified for other categories by Govt. of Bihar from time to time.</p>

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03	TECHNICAL ATTENDANT	Pay level 1, (As per 7th Pay) – Rs.18,000 – Rs.56,900	Personal Interview + Written Test	07 (2 UR, 1 EBC, 1 UR FEMALE, 1 SC, 1 BC, 1 EWS)	Essential Qualification Intermediate/10+2 or equivalent passed in any stream & Diploma in Food Production/Housekeeping/F & B Service/Front Office). Experience:- One year in the line Age Limit Not exceeding 28 years. Upper age limit relaxable upto 5 (five) years for SC/ST, departmental candidates and as specified for other categories by Govt. of Bihar from time to time.
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INSTRUCTIONS TO APPLY

01. Interested candidates who fulfil the prescribed eligibility criteria may download the application form from the Institutes website (www.ihmbodhgaya.com) and must send along with bio data, two recent passport size photographs, self-attested copies of certificates to **“THE PRINCIPAL, INSTITUTE OF HOTEL MANAGEMENT OPP. MAGADH UNIVERSITY CAMPUS, GAYA DOBHI ROAD BODHGAYA, 824234, GAYA BIHAR” Mob:- 8987276070 by Speed Post only.**
02. The departmental candidates may send their, application form through **PROPER CHANNEL** and must attach certificate from the employer that “No vigilance/disciplinary case is either pending or contemplated against the applicant”.
03. In case of employee of Central/State Govts./Autonomous Bodies/PSUs, the applications must be forwarded through the employer and one set of advance copy may be sent to this Institute for scrutiny purpose.
04. The competent authority reserves the right to cancel the selection process without assigning any reason. The Institute will not be responsible for any postal delay.
05. Incomplete applications will be rejected.
06. Canvassing in any mean will lead to rejection of candidature.
07. The duly filled application along with necessary documents should be addressed to “The Principal, Institute of Hotel Management Bodhgaya” on the above given address super-scribing on the top of the envelope as “Application for the post of _____” Applications along with all enclosures must reach to the Office of Institute by **05.07.2023** positively by Speed Post only.
08. No TA/DA will be paid to the candidates who will be called for written test/skill test/personal interview/discussion.
09. The Institute reserves the right to shortlist the applications, fill or not to fill any vacancy.
