

# IITTM



पर्यटन शिक्षा  
संस्कृति रत्न

**INDIAN INSTITUTE OF TOURISM  
AND TRAVEL MANAGEMENT**

An Autonomous Body under Ministry of Tourism,  
Government of India

[www.iittm.ac.in](http://www.iittm.ac.in)

IITTM requires Managers and Assistant Managers to be engaged on temporary basis for assisting Central Nodal Agency- Adventure Tourism and Eco Tourism in effective implementation of the National Strategy for Adventure Tourism and Eco Tourism launched by the Ministry of Tourism, Government of India.

**Manager-01 (for Central Nodal Agency- Eco Tourism)**

**Essential Qualification:** Minimum MBA(Tourism) or equivalent degree in tourism.

**Experience:** Minimum of 5 years of experience in Tourism/Eco Tourism or similar domain.

**Desirable:** Govt. projects in the Eco Tourism. Candidates with higher qualification and suitable experience shall be given preference.

**Remuneration:** Rs.70,000/- PM

**Age Limit:** Not more than 40 Year (As on 05.04.2024)

**Assistant Manager -01 (for Central Nodal Agency -Adventure Tourism)**

**Essential Qualification:** MBA (Tourism) or equivalent degree in tourism.

**Experience:** Minimum with minimum of 2 years of experience in Tourism/ Adventure or similar domain.

**Desirable:** Candidates with higher qualification and suitable experience shall be given preference.

**Remuneration:** Rs.50,000/- PM

**Age Limit:** Not more than 35 Year (As on 05.04.2024)

The candidates may apply online through application form available on institute website from **14.03.2024, 5:00 PM** onwards and email the same to [jobsiittm@gmail.com](mailto:jobsiittm@gmail.com) and [director@iittm.ac.in](mailto:director@iittm.ac.in) ,along with application fees of **Rs.500/-** in the form of demand draft in favour of 'Director -IITTM' payable at Gwalior. Please visit for more details: [www.iittm.ac.in](http://www.iittm.ac.in). Last date to apply **05.04.2024**.

**Notification for engagement of Assistant Manager for  
Central Nodal Agency – Adventure Tourism**

**Positions to be filled:**

- Assistant Managers No. of position (01)

**Profile Description:**

<b>Designation</b>	<b>Assistant Manager</b>
<b>No. of posts</b>	01
<b>Location</b>	IITTM Gwalior- 01
<b>Qualification &amp; Experience</b>	Minimum MBA (Tourism) or equivalent degree in tourism with minimum of 2 years of experience in Tourism/ adventure/ sustainable tourism or similar domains. Candidates with higher qualification and experience shall be given preference.
<b>Nationality</b>	Indian
<b>Age Limit</b>	Not more than 35 years (As on 05.04.2024 )
<b>Nature of Engagement</b>	Contractual
<b>Period of Engagement</b>	1 year
<b>Remuneration</b>	Rs 50,000 (Fixed) (includes out-of-pocket expenditure and statutory deductions)
<b>Selection Procedure</b>	Multiple rounds of Interview by IITTM as well as MOT

## **Assistant Manager Adventure Tourism Specialization -01**

### **Educational Qualification and Experience:**

- Minimum MBA (Tourism) or equivalent degree in tourism with 2 years of experience in adventure tourism or similar.
- Experience in working with adventure tourism or related organization.
- Excellent creative and copywriting skills.
- Strong verbal and written communication skills.
- Strong passion for adventure with relevant experience in implementing sustainability related policies/certification and environmental planning projects.

### **Job Description:**

- Conduct research and analysis on trends, best practices and regulations in adventure sector and to assist in the implementation of the National Strategy for Adventure Tourism.
- Applied research and engagement to develop adventure tourism development models.
- Work with tourism stakeholders to develop, enhance and improve sustainability of adventure tourism.
- Undertake studies to identify and suggest measures to stakeholders for improving their sustainability performance and reduce environmental impact.
- Identifying national and global best practice and prepare tool kits for their replication by the States.
- Benchmarking State policies and standards and prepare model policies and standards.
- Assistance in implementation, marketing and promotion of STCI Certification.
- Conceptualize, coordinate and implement projects and initiatives that promote sustainability practices.
- Extending support for skill development and entrepreneurship development activities.
- Working effectively for stakeholder engagement and sensitization on mainstreaming of adventure tourism.

**Location:** IITTM, Gwalior

**Starting Date:** Immediate Joining

**Remuneration:** Rs 50,000

**Leave Policy:** Manager & Assistant Manager shall be entitled for leave at the rate of 1.5 days of each completed month with no accumulation of leave beyond a calendar year on a pro-rata basis. Further, the absence up to one month may be considered without remuneration.

**Code of Conduct:** The Manager & Assistant Manager shall be expected to follow all the rules and regulations of the IITTM/Government of India which are in force. He/she will be expected to display utmost honesty, secrecy of office and sincerity while discharging his/her duties.

**Police Verification:** Police verification shall be done as per the latest instructions issued by MHA. In case the police verification is received as negative, the contract of the Manager shall cease to exist with immediate effect without any notice.

**Application Fee:** Eligible applicants has to remit a non-refundable application fee of Rs.500/- (Rupees Five Hundred Only) in IITTM's bank account No 034422010000053 IFS CODE UBIN0903442 of Union Bank of India, Phalka Bazar, Gwalior (MP) through NEFT/RTGS and fill up the transaction Reference Details in the application form before submitting the form.

The interested candidates may apply online through following form available on institute website by 14.03.2024 by 5:00 PM and email the same to [director@iittm.ac.in](mailto:director@iittm.ac.in) , [jobsiittm@gmail.com](mailto:jobsiittm@gmail.com)  
Please visit for more details: [www.iittm.ac.in](http://www.iittm.ac.in). Last date to apply 05.04.2024.



**Indian Institute of Tourism and Travel Management**  
**(An Autonomous body under Ministry of Tourism, Govt. of India)**  
**Govindpuri, Gwalior- 474 011 (MP)**

**APPLICATION FORM-CNA-AT**

**\*Tick in the appropriate box**

<b>Managers*</b>	<input type="checkbox"/>	<b>Assistant Managers*</b>	<input type="checkbox"/>
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Please affix a recent  
passport size photograph

1. Full name


Married	Single	Male	Female	Prefer not to say
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Father's/Husband's name (Strike out whichever is not applicable)


3. Present address:


4. Permanent address:


Office:

Residence:

Fax:		
E-Mail:		
Telephone:		

5. Date of birth  
(in figures)

Day	Month	Year

6. Academic Record starting with matriculation: (Please attach self-attested photo copies of certificates/Mark Sheets)

S. No.	Certificate/Degree	Board/ Institution	Division	% of marks	Specialization

7. Employment (Particulars of your past position(s))

Employer	Position held	Exact Date to be given		Pay level	Nature of Duties performed
		From	To		

8. Details of last drawn: (supporting certificate-LPC to be attached)

Pay level	Basic	Allowances	Total
		DA+HRA+TA+others	

9. Any other information which you may like to mention:

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10. Details of enclosures:

S. No.	Particulars of enclosures
1	
2	
3	
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7	
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11. Application Fee: In the shape of NEFT/RTGS in the following bank account details

Application Fee	Bank and Branch	Account No	IFS CODE
Rs.500	Union Bank of India, Phalka Bazar, Gwalior	034422010000053	UBIN0903442
Transaction Reference Details		Beneficiary Name: Director IITTM	
Please fill-up the transaction details in the below mentioned table			

12. I, hereby, declare that all entries in this form as well as attached sheets are true to the best of my knowledge and belief.

(Signature of the Candidate)

Place:

Date