



Gwalior

Bhubaneswar

New-Delhi

Goa

Nellore

INDIAN INSTITUTE OF TOURISM AND TRAVEL MANAGEMENT

Notification No.09/2012

Dated 15th June, 2012

EMPLOYMENT NOTICE For the post of Professor in IITTM

Indian Institute of Tourism and Travel Management (IITTM) is a premier national institute of tourism education, training and research. It operates from five campuses located at Gwalior (Head Quarter), Bhubaneswar, New Delhi, Goa and Nellore. Its profile of activities include running post graduate diploma courses (AICTE approved) and conducting training programmes for Ministry of Tourism, Govt. of India and many state governments. It actively engages in research and consultancy activities.

The work at IITTM provides the best possible experience of working in complex and diverse environments as well as the opportunity to work on live projects is continuous and unmatched.

IITTM invites applications for filling up of the following vacant teaching positions:

Recruitment for teaching position						
Name of post	Subject	No. of post	Category	Place	Pay scale	Recruitment procedure
Professor	Travel and Tourism Management	01	UR	Delhi	PB-4- 37400-67000 AGP-10000	Direct recruitment

- Note:**
- 1. Relaxation in eligibility for SC/ST/Physically disabled as per UGC norms.**
 - 2. SC/ST/Physically disabled applicants are fully exempted from application fee**
 - 3. The place of posting as indicated above is temporary and incumbents are liable to be transferred within different centers of IITTM.**

Essential Qualification:

- Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration **(in Travel & Tourism management)/ Masters' Degree in Travel and Tourism Management** or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two year full time PGDM **(Travel and Tourism Management)** declared equivalent by AIU / accredited by the AICTE/ UGC;

- ii) Ph. D. (**Travel and Tourism**) or Fellow of Indian Institute of Management (**Travel and Tourism**) or of an institute recognized by AICTE and declared equivalent by the AIU.
- iii) A minimum of ten years' experience of teaching / industry / research/ professional (**in Travel and Tourism**) out of which five years must be at the level of Reader or equivalent excluding the period spent for obtaining the research degree.

OR

- iv) In the event the candidate is from industry and the profession, the following shall constitute as essential:
 - 1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration (**in Travel & Tourism management**)/ **Masters' Degree in Travel and Tourism Management** or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two year full time PGDM (**Travel and Tourism Management**) declared equivalent by AIU / accredited by the AICTE/ UGC;
 - 2. The candidate should have professional work experience which is significant and can be recognized at national/ International level as equivalent to Ph.D. and twelve years' managerial experience in industry / profession of which at least eight years should be at least at a level comparable to that of Reader/ Assistant Professor.
- v) Without prejudice to the above, the following conditions may be considered desirable:
 - i) Teaching, research, and / or professional experience in a reputed organization;
 - ii) Published work, such as research papers, patents filed / obtained, books and / or technical reports;
 - iii) Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
 - iv) Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
 - v) Capacity to undertake / lead sponsored R&D consultancy and related activities.

GENERAL TERMS AND CONDITIONS

- i) Complete application as per the prescribed format along with application fee of **Rs.500.00 in the form of Bank Draft** drawn in favour of **the Director, IITTM** and payable at **Gwalior**, may be submitted to the **Administrative Officer, Indian Institute of Tourism and Travel Management, Govindpuri, Gwalior (MP)- 474011** latest by **27th July 2012**. **SC, ST and Physically Handicapped** applicants are fully exempted from payment of the prescribed fees.
- ii) Applications should be **supported by relevant documents (attested)** in all respects. Applications not supported by documents will be summarily rejected.
- iii) Applications for the posts reserved for Scheduled Castes/Scheduled Tribes should be supported by the Caste/Tribe certificate in a GOI prescribed format duly issued by the prescribed authority. Applications for posts reserved for Physically Handicapped should be supported by appropriate Medical Certificate duly issued by the authorized Medical Board. Applicants for the reserved post of OBC are required to submit a certificate regarding his/her 'OBC status and non-creamy layer status' in a prescribed format duly issued by the competent authority. **Relaxations and concessions will apply as per UGC Regulations on reservation in Direct Recruitments.**
- iv) Candidates already in service should submit their applications through proper channel. An advance copy could be sent directly before the prescribed last date of submission of applications, and in that case, a No Objection Certificate (NOC) must be produced at the time of interview.
- v) The last date for receiving of completed applications is **27th July 2012**.
- vi) IITTM reserves the right not to fill any of the post(s). There could be an increase or decrease in the number of posts.
- vii) No TA/DA shall be paid to the candidates for attending the interview.
- viii) Certificate in support of experience should be in proper format i.e. it bears the organization's letter-head, the date of issue, specific period of work, name and designation of issuing authority along with signature and official seal.
- ix) IITTM will not be responsible for any postal delay in the matters of call letters/ correspondence with the applicants/candidates.
- x) Application received after the last closing date or incomplete in any manner without required paper/enclosures as prescribed, shall not be considered.

- xi) IITTM can verify the antecedents as well as documents submitted by a candidate, before the time of appointment or during the tenure of service. In case of any fake document, clandestine antecedents or suppression of material information, services of the incumbent in the IITTM shall be terminated forthwith.
- xii) In case of any inadvertent mistake detected in the process of selection after the issue of appointment, IITTM reserves the right to modify/withdraw/cancel any offer of appointment made to the candidate in case of selection.
- xiii) Candidates are advised to satisfy themselves before applying for the post that they possess at least the minimum essential qualifications as laid down in the advertisement/IITTM website.
- xiv) No correspondence or telephonic/electronic query will be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview. Canvassing directly or indirectly at any stage of the recruitment process will lead to disqualification.
- xv) Applications should be sent/submitted by super-scribing the name of the post applied for on the envelope.
- xvi) In the institutions where grading system is followed, applicants are required to convert the grade obtained by them into its equivalent percentage giving the standard conversion formula.
- xvii) The aspirants for the job of Professor advertised are required to submit their applications with completed **Datasheet** based on data, as on the last/closing date of receipt of applications.
- xviii) The applicant should submit 3 sets of 5 major publication that have been published subsequent to their placement in the post of Assistant Professor Stage-II. A certificate of the date of placement in Assistant Professor stage-II issued by the competent authority of their organization must be attached with the application.
- xix) Mere fulfilling of qualification/ experience prescribed for the post of Professor in IITTM will not entitle the applicant to be called for interview/ Selection. IITTM reserves the right and no claim in this regard will be entertained.
- xx) The Application form as per the prescribed format may be created or downloaded in **A-4** size paper.

Data Sheet for academic and research records:



INDIAN INSTITUTE OF TOURISM AND TRAVEL MANAGEMENT

DATA SHEET FOR ACADEMIC AND RESEARCH RECORDS OF CANDIDATES FOR THE POST OF PROFESSOR

Section A: General

Name of the candidate	
Name of the institute where presently working with postal address:	
Post applied for	
Category (SC/ST/OBC/PH)	

Section B: Academic Records

Sr. No.	Items	Self assessment score
1.	PG degree (10 per cent of per cent of marks PG. e.g. 6.0 points for 60 per cent, 7.0 points for 70 per cent)	
2.	Additional relevant qualifications	
	Ph.D. (5 points)	
	M. Phil / UGC- JRF/ NET (5 points)	
3.	Total	

Section C: Research and Publication:

(Consolidated API score required for the post of Professor are 400 points and for Associate Professor 300 points)

S No.	APIs	Type of publication	Max. points	Self assessment score
A	Research Papers published in:	Refereed Journals*	15 / publication	
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / Publication	
		Conference proceedings as full papers, etc. (Abstracts not to be included)	10/ publication	
B	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	50 /sole author; 10 /chapter in an edited book	
		Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25 /sole author, and 5/ chapter in edited books	
		Subject Books by Other local publishers with ISBN/ISSN numbers	15 / sole author, and 3 / chapter in edited books	
		Chapters contributed to edited knowledge based volumes published by International Publishers	10 /Chapter	
		Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories	5 / Chapter	
C	RESEARCH PROJECTS			
C (i)	Sponsored Projects carried out/ ongoing	Major Projects amount mobilized with grants above 5.0 lakhs	20 /each Project	
		Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs	15 /each Project	
		Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh)	10/each Project	
C (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs. 2.0 lakhs	10 per every Rs.2.0 lakhs,	

C (iii)	Completed projects : Quality Evaluation	Completed project report (Accepted by funding agency)	20 /each major project and 10 / each minor project	
C(iv)	Projects Outcome / Outputs	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent /50 /each for International level,	
D	RESEARCH GUIDANCE			
(D) (i)	M.Phil.	Degree awarded only	3 /each candidate	
(D) (ii)	Ph.D	Degree awarded	10 /each candidate	
		Thesis submitted	7 /each candidate	
(E)	TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS			
(E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning- Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	(a) Not less than two weeks duration	20/each	
		(b) One week duration	10/each	
(E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in		
		a) International conference	10 each	
		b) National	7.5 / each	
		c) Regional/State level	5 /each	
		d) Local –University/College level	3 / each	
(E) (iv)	Invited lectures or presentations for conferences/ / symposia	(a) International	10 /each	
		(b) National level	5	
Total score				

*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (a) and not under presentation (e)(ii).

Notes:

The API for joint publications will have to be calculated in the following manner. Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all the authors.

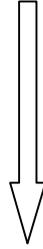
Certified that I fulfill the requirement of 400 points of API score and the scores mentioned above under Section B and C are true to the best of my knowledge and supported by documentary evidences.

Date -----

Signature of the candidate

Name of candidate:

Details of 5 major publications:



Details of 5 major publications:

S.No.	Publications (details of author/year/ Title/ seminar/ conference/others)	IBSN/ISSN	Refereed/ Non-refereed	Impact factor	Single author/ Multiple author
1.					
2.					
3.					
4.					
5.					

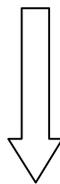
1. Certified that above publications have been made by me after my placement in the post of Assistant Professor stage-II and I have attached three sets of these publications.

Date -----

Signature of the candidate

Name of candidate:

Prescribed Application form:





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

APPLICATION FORM FOR PROFESSOR
(Travel & Tourism Management)

Details of Bank Payment

Demand Draft Number & Date	Amount	Name of the Bank

Paste one
passport size
colored photo
here

1.	Category of post applied for	
2.	Advertisement No.	
3.	Name of the applicant in block letters	
4.	Date of Birth	
5.	Gender	
6.	Nationality	
7.	Marital status	
8.	Whether belongs to SC/ST/OBC/PH (please attach attested copy of certificate)	
9.	Father's name	
10.	Permanent /address	
11.	Address for correspondence (with Phone No./Fax No./E-mail)	

1. Academic records beginning with high school examination:

Sr. No	Examination passed	Division (with per cent of marks)	Subject (s)	Year	Board/ University	Distinctions if any

Sl. No.	Post Held	Employer	Last Basic Pay Drawn with pay scale	Nature of work	Period with dates From- To

2. Work experience with particulars of posts held:

3. Teaching experience in years

Post Graduate	
Under Graduate	
Any other	

4. Research Experience :

No. of years after Ph.D	
Research Guidance	
Completed Ph.D	
On-going Ph.D	
Completed M.Phil.	
On-going M.Phil.	
Research Projects	
Completed nos. (with amount & funding agency)	
On-going nos. (with amount & funding agency)	
Publications	<i>Citation index and impact factor should be provided</i>
Research papers nos.	
Books nos.	
Articles nos.	

5. Specialization:

6. Other relevant experience

- (a) Seminar, Symposium, Conference attended / organized.
- (b) Administrative Experience / Experience of University Corporate Life.
- (c) Contribution to Design of Curriculum.
- (d) Extra Curricular Activities.
- (e) Any other.

7. Names and addresses of two referees (one may be the present employer):

(i)

(ii)

8. List of enclosures:

- | | |
|-----|------|
| (1) | (6) |
| (2) | (7) |
| (3) | (8) |
| (4) | (9) |
| (5) | (10) |

Note: All particulars should be supported by relevant documents.

DECLARATION

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which may impair my fitness for employment in the IITTM.

Date:

Place:

Signature of the Candidate

To be filled in by the forwarding authority

The applicant has been working in this office/organization as sinceand is still in service. We have no objection to his candidature being considered for the post he is applying.

Date:

Place :

Signature :

Designation :

Seal