

TOURISM CORPORATION OF MANIPUR LIMITED

REGD OFFICE: THE DIRECTORATE OF TOURISM,
NORTH A.O.C, IMPHAL,
IMPHAL WEST, MANIPUR, INDIA, 795001
CIN: U55209MN2016SGC013482

NOTIFICATION

Imphal, the 5th of March, 2019

No. 1/2/2016-TCML: Applications are invited from eligible candidates for the following posts in the prescribed format for contractual engagement in the Tourism Corporation of Manipur Limited:

Sl. No.	Name of the Post	No. of Posts	Pay Scale	Qualification	Experience
1.	Consultant/ Manager (PRO/Events)	1 (One)	Rs. 9300- 34800 + 4300 (Rs. 13,600)	PG/PG Diploma in Public Relations from a recognized University/ Institution	Minimum 5 years of organisational/ agency experience in Public Relations for International Tourism Boards/National Tourism Organisation and having a track record of organizing similar PR Campaigns/Events for International and National Tourism Organisations.
2.	Manager (Project/Infrastructure/ Light/Sound)	1 (One)	Rs. 9300- 34800 + 4300 (Rs. 13,600)	Civil Engineering Degree from a recognized University/ Institution	Minimum 5 years relevant experience
3.	Technicians (Light/Sound)	2 (Two)	Rs. 5200- 20200 + 1900 (Rs. 7,100)	Diploma/Degree in Electronic/ Electrical Engineering or any equivalent degree	Minimum 2 years experience in the field of Light & Sound (as identified by PWD, Manipur)
4.	Office Assistants	4 (Four)	Rs. 5200- 20200 + 1900 (Rs. 7,100)	Graduate in any discipline from a recognized University/ Institution.	Minimum 2 years of work experience in Office Management or Administration with proficiency in Microsoft Office
5.	Finance Assistants	2 (Two)	Rs. 5200- 20200 + 1900 (Rs. 7,100)	Graduate in Commerce from a recognized University/ Institution.	Minimum 2 years of relevant work experience in Finance & Accounting, must be well versed in latest version of Tally Software
6.	Receptionists	4 (Four)	Rs. 5200- 20200 + 1900 (Rs. 7,100)	Graduate in any discipline from a recognized University/ Institution.	Minimum 2 years of work experience in help desk/customer care and proficiency in speaking English, Hindi and Manipuri

7.	Driver	1 (One)	Rs. 5200- 20200 + 1900 (Rs. 7,100)	Class 10 Pass from a recognised board	Should possess a valid driving license with at least 1 year of driving experience
Total		15 (Fifteen)			

I. Compulsory:

- a. For all posts: Domicile of Manipur & must be able to speak Manipuri and Hindi with Excellent Communication skills in English;
- b. For Post Nos. 3, 4, 5 and 6: Excellent Computer Skills including MS Office, Internet and Web Based Applications.

Desirable:

- a. Relevant experience of working for State Government and MNCs.

II. Age Limit:

- a. not more than 38 years of age as on 20.03.2019.
- b. The upper age limit is relaxable by 5 years for SC/ST, 3 years for OBC and 10 years for differently abled candidates. Candidates belonging to SC/ST/OBC who are also differently abled will be eligible for grant of cumulative age relaxation under both the categories.

III. Duration of the contract:

- a. Candidates selected will be appointed on a contract basis for an initial period of 1 (One) year. This term can be extended from time to time depending on the performance of the candidate and need of the TCML.
- b. The terms & conditions for contractual engagement with eligibility criteria and application format are available for download at <http://manipur tourism.gov.in> & <http://manipur.gov.in/>

IV. Application fee:

- a. Applications completed in all respects in sealed envelopes superscribed with the name of the post, notification No. and date should be submitted along with a non-refundable fee of Rs. 500/- for UR/OBC candidates and Rs. 250/- for SC/ST candidates respectively in cash at the TCML Office, The Directorate of Tourism, North A.O.C, Imphal West, Manipur, India, 795001 on or before 4:00 p.m. of 20th of March, 2019.
- b. Differently abled candidates are exempted from payment of fees.

V. For selection of candidates for the posts listed in Sl. No 3 to 7, written test consisting of:

- a. 1 (One) Combined paper of Multiple choice questions of General English and General Awareness carrying 100 marks. (General English – 50 Marks and General Awareness – 50 Marks)
- b. Duration of exam: 3 Hours

VI. Date/Time/Venue of **written** test, driving test (if any) and interview for selection of candidates for the posts in Sl. No 1 & 2 shall be notified separately.

NOTE:

- a) Any canvassing by any candidate or anyone on his/her behalf will lead to automatic disqualification.
- b) Application with incomplete documents will be rejected.
- c) The candidate should produce original Certificates/Mark Sheets and other relevant documents in support of the qualification, domicile, age proof, experience etc. at the time of Interview.



(Nidhi Kesarwani)
Managing Director

Tourism Corporation of Manipur Limited
(TCML)

Copy to:

1. Secretary to Hon'ble Chief Minister, Manipur
2. Chairman, Tourism Corporation of Manipur Limited.
3. Director, Tourism, Manipur.
4. Editor- The Sangai Express (English) , Huiyen Lanpao (Manipuri) , Naharol Thoudang (Manipuri) – with a request to kindly publish the above Notification in your esteemed daily as paid news item for 1(one) day.
5. Manager (IT), TCML – with a direction to upload the above notification in the Department website: [www. manipur tourism.gov.in.](http://www.manipur tourism.gov.in) & [manipur.gov.in.](http://manipur.gov.in)
6. Notice Board
7. Relevant

