



**TAMILNADU TOURISM DEVELOPMENT CORPORATION LIMITED,**

No.2, Tourism Complex, Wallajah Road, Chennai-600002

Contact No. 25333850-54

Website:www.tamilnadutourism.org and E-mail ID: ttdc@vsnl.com

**Affix recent**

**PP Size**

**Photograph**

**(Self attested)**

**Application for the post of \_\_\_\_\_**

**PERSONAL DATA**

1. Name ( in Capital Letters) :
2. Father's Name :
3. Date of Birth :
4. Age :
5. Sex :
6. Caste (Sub caste) :
7. Educational Qualification:  
(with Percentage of marks & year of passing) :
  
8. Technical / Professional Qualification :
  
  
  
  
  
  
  
  
  
  
9. Extra Curricular Activities :

10. Experience with current salary drawn :

11. Present Address (Address for communication) :

12. Permanent Address :

13. Tel.No./E.mail, if any :

14. Address of Employment Exchange and registration No. if any:  
Registration No.:

I hereby certify that all statements given above are correct and true to the best of my knowledge. “ I understand that my candidature / appointment is liable to be cancelled if any information detected, before or after the test and /or interview, is found to be false or suppressed”.

**Place:**

**Date:**

**Signature of the Candidate**

**TAMILNADU TOURISM DEVELOPMENT CORPORATION LTD., CHENNAI-2**

**INSTRUCTIONS TO CANDIDATES**

- 1) Each post shall carry one application with relevant enclosures.
- 2) Superscribing the envelope “APPLICATION FOR THE POST OF .....and “APPLICANT BELONGS TO (SC/MBC/BC/OC)”.
- 3) The application should be filled in black ink in BLOCK LETTERS.
- 4) Candidates must be Indian Nationals.
- 5) On scrutiny of applications received from the applicants, the call letter will be sent to the qualified applicants only by intimating the date of interview/ test.
- 6) The rule of reservation of appointments apply to the post and distribution of vacancies will be as per the rules in force.
- 7) If no qualified and suitable woman candidates are available for selection against the vacancies reserved for them, those vacancies will be filled by male candidates belonging to the respective communal categories.
- 8) Any attempt by the candidates, either directly or indirectly to influence the Selection Committee or the authority of the TTDC liable for disqualification.
- 9) Persons who are already working in State or Central government / University /Public Sector Undertakings should send their applications through proper Channel. Any delay in sending the applications through proper Channel is not the responsibility of the Corporation. Advance copies of the applications reaching the Chairman and Managing Director, TTDC, Chennai-2 within the prescribed time limit will be entertained, provided original applications forwarded through the proper Channel reached to the Chairman and Managing Director prior to the candidates are called for test / interview.
- 10) The application form shall be filled-in complete in all respects, giving correct information. Defected and incomplete application and those with wrong or false information will be summarily rejected.
- 11) Evidence of Degree / Diploma Certificate and all other testimonials should be brought in original at the time of interview. Copies of Certificates, Mark Sheets, testimonials, etc. should be attached with the application duly self attested by the applicant and must also be produced at the time of interview and at the time of joining, if selected. The selected candidates shall produce, in original, the

Matriculation or equivalent Certificate as a proof of the date of birth. No other evidence will be accepted.

- 12) Applications received without documentary proof and after the last date will be summarily rejected.
- 13) Incomplete application / containing wrong claims relating to category of reservation / other basic qualification / eligibility wise / age / educational qualification and other basic eligible criteria will be liable for rejection.
- 14) No enquiry / interim queries regarding test / interview / selection will be entertained.
- 15) Candidates called for test/ interview / selection will be entertained.
- 16) Application should be sent by **RPAD** only (Application will not be accepted in person) and should reach to this office in stipulated time and postal delay if any, the office will not be held responsible.
- 17) The qualification prescribed for the post shall be acquired in 10<sup>th</sup> +2 +3 pattern (i.e. SSLC/10<sup>th</sup> + HSC/ + Under Graduate Degree).
- 18) This Office reserves the right to fill or not to fill the post without assigning any reason whatsoever.
- 19) This Office reserves the right to shortlist the candidates.
- 20) Applications received from third gender candidates will be considered under vacancies reserved for General Turn and Women category.



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Website:www.tamilnadutourism.org and E-mail ID:ttdc@vsnl.com

**TTDC INVITES  
APPLICATIONS IN RESPECT OF THE FOLLOWING VACANT POSTS**

Sl. No/ Post code No.	Name of the Post	No. of Posts	Place of vacancy	Communal Rotation	Qualification	Scale of Pay (in Rs)
			Name of the district			
1	Receptionist (Hotels)	5	1.Salem 2.Kancheepuram 3.The Nilgiris 4.Dindigul 5.Ramanathapuram	1.GT-NP-1 2.GT-P-1 3.SC(A) – P-1 4.MBC – NP-1 5.BC – NP-1	1. Graduate of a recognised University and 2. Not less than 3 years experience as a Receptionist in a Star Hotel.	19500 - 62000
2	Electrician (Hotels)	6	1.Salem 2.Madurai 3.The Nilgiris 4.Dindigul 5.Ramanathapuram 6.Trichirappalli	1.MBC – NP-1 2.GT-NP-1 3.SC(A) – P -1 4.SC – NP-1 5.GT-P-1 6.BC-NP-1	I.T.I Certificate in Electrical Trade with 'B' Licence.	18200 - 57900
3.	Plumber (Hotels)	3	1.The Nilgiris 2.Dindigul 3.Ramanathapuram	1.SC(A) – P -1 2.MBC – NP -1 3.GT-NP-1	I.T.I. Certificate in Plumbing.	18200 - 57900
4.	Luxury Coach Driver (Garage)	11	Chennai	1.GT-NP-3 2. GT-P-1 3.MBC-NP-1 4.MBC – P- 1 5. BC-NP-2 6. BC-P-1 7. SC-NP-1 8. SC-P-1	1. VIII Standard 2.Heavy Licence with passenger endorsement. 3. Tourist Badge and 4. Not less than 3 years experience in driving heavy vehicles.	19500-62000
5.	Staff Car Driver (Garage)	2	Chennai	1.GT-NP-1 2.SC(A)-P - 1	1. VIII Standard 2.Heavy Licence with passenger endorsement. 3. Tourist Badge and 4. Not less than 3 years experience in driving heavy vehicles.	19500-62000
6.	Mechanic (Garage)	7	Chennai	1. BC-NP-1 2. SC-NP-1 3.SC(A) - P -1 4.GT – P -1 5.GT – NP -1	I.T.I / NT Certificate (Motor vehicle Maintenance) with not less than 2 years experience.	18500 - 58600

				6.MBC – NP -1 7.MBC – P - 1	( OR) VIII standard with not less than 5 years experience in a reputed automobile workshop.	
7.	Electrician (Garage)	2	Chennai	1.GT-NP-1 2.SC(A) –P -1	ITI/ NT Certificate (Auto Electrical) with not less than 2 years experience. ( OR) VIII Standard with not less than 5 years experience in a reputed automobile workshop.	18200 - 57900
8.	Store Keeper (Technical) /Garage	1	Chennai	GT-NP-1	1. DME from recognised University/ Institution or ITI Certificate (Maintenance of Motor vehicle) 2.Not less than 3 years experience.	20600 - 65500
9.	Steno-Typist (Head Office)	2	Chennai	1.GT-NP-1 2.SC(A) – P -1	1.Graduate of a recognised University and 2.Typewriting Higher and Shorthand Higher in English and in Tamil	20600 - 65500
10.	Junior Assistant. (Head Office)	5	Chennai	1. GT-NP-1 2. BC-NP-1 3. BC-P-1 4. MBC-P-1 5. SC(A)-P-1	Graduate of a recognised University and Certificate Course in Computer Office Automation conducted by Directorate of Technical Education of Tamilnadu. If not possessed, they should complete this course within the period of 2 years from the date of appointment of Junior Assistant	19500-62000
11.	Accounts Assistant (Hotels)	9	1.Chennai 2. Kancheepuram 3.Tuticorin 4. Coimbatore 5. Madurai 6. Trichirappalli 7.Ramanathapuram 8.Dindigul 9.The Nilgiris	1. GT-P-1 2. BC-NP-1 3. GT-NP-1 4. MBC-NP-1 5. BC-P-1 6. SC-NP-1 7. MBC-P-1 8. SC(A)-P-1 9. GT-NP-1	Graduate in Commerce with sufficient knowledge in Computer.	19500-62000
12.	Typist (Head Office)	3	Chennai	1. GT-P-1 2. MBC-NP-1 3. SC(A)-P-1	1) Degree of a recognised University and 2) Typewriting Higher in English and in Tamil	19500-62000

13.	Telephone Operator (Head Office)	1	Chennai	GT-NP-1	1. Graduate of a recognised University 2. Pass in Telephone Operator's Course from a recognised Institution.	19500-62000
14.	Electrician (Head Office) – Engineering wing.	1	Chennai	GT-NP-1	I.T.I Electrician Trade Certificate with 'B' License.	18200 - 57900
15.	Technical Assistant (Civil/Electrical)/(Hotels)	3	1.Dindigul 2.Ramanathapuram 3.The Nilgiris	1. GT-NP-1 2. SC(A)-P-1 3. MBC-NP-1	Diploma in Civil / Electrical Engineering.	20600 - 65500
16.	Office Assistant (Head Office)	4	Chennai	1. GT-NP-1 2. BC-NP-1 3. MBC-NP-1 4. SC(A)-P-1	1.Passed in VIII Standard. 2.Knows cycling.	15700 - 50000
	<b>Total</b>	<b>65</b>				

**Remarks**

1. GT-General Turn.
2. SC/SC (A)- Scheduled Caste/ Scheduled Caste (Arunthathiyar).
3. MBC- Most Backward Class.
4. BC- Backward Class.
5. P- Priority.
6. NP- Non Priority.

**Consolidated Pay period - 3 years.**

1<sup>st</sup> Year Stipend – 60% of Pay Plus D.A., 2<sup>nd</sup> Year Stipend – Rs.1000/- + 60% of Pay Plus D.A., 3<sup>rd</sup> Year Stipend – Rs.2000/- + 60% of Pay Plus D.A - On successful completion of three years consolidated pay period, the candidates will be absorbed and placed in the time scale of pay as mentioned above and Basic Pay, D.A and other Allowances will be paid as per the Rules of this Corporation.

**Age Limit:** ( As on 01.07.2017).

Name of the post  (Sl.No./ Post code No.)	Minimum Age (for all)	Maximum Age		
		For SCs, SC(A)s, STs and Destitute Widows of all castes	For MBCs and DCs, BCs and BC-(Muslims)	For others (ie) Applicants not belonging to SCs, SC (A)s, STs, MBCs and DCs, BCs, BC-Muslims and Destitute Widows of all castes.
1, 9, 10, 11, 12,13	18 Years	No maximum age limit	No maximum age limit	30 Years
2, 3, 4, 5, 6, 7, 8, 14,15,16	18 Years	35 Years	32 Years	30 Years

(i) **For Differently Abled persons**

The physically handicapped person shall be eligible for an age concession upto 10 years over and above the age limits prescribed for the posts.

(ii) **For Ex-Serviceman:**

An Ex-Serviceman who has not completed 48 years of age if he does not belongs to the SCs, STs or Backward classes and 53 years, if he belongs to the SCs, STs (or) BCs are eligible for the above said posts.

## **General Instructions:**

1. The Chairman and Managing Director, TTDC Limited has the right to cancel or modify or terminate this notification without assigning any reasons.
2. The decision of Chairman and Managing Director, TTDC regarding Selection / Rejection will be final and no appeal will be entertained.
3. On scrutiny of applications received from the applicants the call letter will be sent to the qualified applicants only by intimating the date of interview/ Test.
4. Applications received without documentary proof will be summarily rejected.

Please apply in the prescribed format that will be available in our Website. The filled - in application along with testimonials superscribing the envelope with “Application for the post of .....” should reach the following office by way of **Registered Post** within 15 days from the date of issue of this advertisement.

**The Chairman and Managing Director,  
Tamilnadu Tourism Development Corporation Limited,  
Tourism Complex,  
No.2, Wallajah Road, Chennai-600 002.  
Contact No. 25333850 to 54  
Website: [www.tamilnadutourism.org](http://www.tamilnadutourism.org)**