



इंडियन रेलवे कैटरिंग एंड टूरिज्म कॉर्पोरेशन लिमिटेड
(भारत सरकार का उद्यम - नवरत्न)

INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise - NavRatna)

"CIN- L74899DL1999GOI101707", ई-मेल/E-mail : info@irctc.com, वेबसाइट/Website : www.irctc.com

Engagement of Apprentice (COPA & Graduate) Trainees at IRCTC/East Zone/Kolkata

No. IRCTC/EZ/HRD/Apprentices/2026-27

Date: 09.10.2026

Indian Railway Catering & Tourism Corporation Ltd (IRCTC - A Govt of India Enterprise-Nav Ratna), East Zone, Kolkata invite applications for engagement as Apprentice Trainees for FY 2026-27 under Apprenticeship Act-1961 (as amended in 2014) as a measure of skill building initiative for the nation as detailed below:

Sl. No	Position	Number of Apprentices to be engaged	Eligibility Criteria	Duration	Stipend per month
1	Graduate Apprentice	34	Graduate in Any Discipline. Minimum 50% marks in aggregate from recognized University.	12 Months	Rs. 12300/-
2	Computer Operator & Programming Assistant (COPA)	10	Matriculation & ITI Certificate affiliated to NCVT/SCVT. Minimum 50% marks in aggregate from recognized Board.	12 Months	Rs. 9600/-

- **Cut-off date** - The cut-off date for all qualifications and age criteria will be **09.10.2026**.
- **Candidates are advised to apply through the portal:**

<https://www.apprenticeshipindia.gov.in>

OR

<https://www.nats.education.gov.in>

- Candidates are advised to ensure before applying that they are comfortable & interested to work at IRCTC Offices situated at Zonal Offices at Kolkata, Regional Offices at Guwahati, Patna, Area Offices at Howrah, Sealdah, Asansol, New Jalpaiguri, Ranchi or Tatanagar.
- **Age Criteria** – Candidates should have completed 15 years and should not have completed 25 years as on 09.10.2026. (Relaxation to SC/ST-5 yrs., OBC-3 yrs., Ex-Serviceman-10 yrs., Differently abled-10 yrs as per Govt. of India guidelines)
- Place of work will be in Zonal Offices at Kolkata, Regional Offices at Guwahati, Patna, Area Offices at Howrah, Sealdah, Asansol, New Jalpaiguri, Ranchi or Tatanagar.

Salient Features:

- Selection will be based on the merit list prepared on the basis of percentage of marks. There will be no written test or viva.
- Applicants are advised to fill up marks and to attach supportive documents for all the educational/Technical qualifications starting from matriculation (year-wise Mark-sheets along with Pass-Certificates should be attached on the website while applying).
- Final selection of applicants would be subject to verification of original testimonials.
- Applications incomplete in any form will summarily be rejected.
- Candidates engaged as Apprentices will be released after the tenure of Apprenticeship training. Candidates will have no right to claim for regular employment in IRCTC in any form.
- The numbers of Graduate Apprentice and COPA vacancies may be increased or decreased based on Organization's requirement. The changes, if any, will be uploaded in IRCTC website.

पूर्वी क्षेत्र कार्यालय : 5वीं मंजिल, डकबैक हाउस, 41 शेक्सपियर सरानी, कोलकाता-700 017
रजि. व मुख्य व्यवसायिक कार्यालय: चौथी मंजिल, टॉवर-डी, वर्ल्ड ट्रेड सेंटर, नौरोजी नगर, नई दिल्ली- 110029
East Zone Office: 5th Floor, Duckback House, 41 Shakespeare Sarani, Kolkata-700 017.
Regd. & Corporate Office :4th Floor, Tower-D, World Trade Centre, Nauroji Nagar, New Delhi- 110029



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Important Dates:

Commencement of Online application by Candidates	09.10.2026
Last date of applying online application	26.10.2026

Reservation as per Govt. of India guidelines to be followed/ applicable.

1. Government guidelines for SC/ST/OBC/PwBD/Ex-Serviceman/EWS candidates shall be followed with applicable age relaxation. The Applicants, who want to avail the benefit of reservation of SC/ST, must submit his/her Caste certificate in the prescribed format at the time of verification.
2. OBC Applicants are required to submit OBC Caste Certificate with Non-Creamy layer certificate in Govt of India format. Certificates should indicate Caste, Date of Issue etc. and bear the Seal of the Issuing Authority.
3. OBC Certificate should be issued not prior to last **ONE YEAR**.

Note: PwBD- Persons with Disability, the percentage of disability should not be less than 40%.

Reservation for Economically Weaker Sections (EWS):

Candidates who are not covered under the scheme of reservation for SC/ST/OBC-NCL and whose family has gross annual income below Rs. 8.00 Lakhs (Rupees Eight Lakhs Only) are to be identified as EWS for benefit of reservation for EWS. The income shall also include income from all sources i.e. salary, agriculture, business and profession etc. for the financial year prior to the year of Application.

The benefit of reservation under EWS can be availed upon production of an income and asset certificate issued by Competent Authority. The income asset certificate issued by any one of the following authorities only be accepted as candidate's claim as belonging to EWS: -

- District Magistrate/Addl District Magistrate/Collector/Deputy Commissioner/1st class Stipendiary magistrate/Sub-Divisional Magistrate/Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner.
- Chief Presidency Magistrate/Addl Chief Presidency Magistrate/Presidency Magistrate.
- Revenue Officer not below the rank of Tehsildar.
- Sub-Divisional Officer of the area where the candidate and/or his family normally reside.

The candidates applying against the vacancies reserved for EWS must possess Income and asset Certificate as on closing date of registration of application for this notification.

Mode of Selection:

Selection will be based on the merit list. The candidate must be interested to work at Zonal Offices at Kolkata, Regional Offices at Guwahati, Patna, Area Offices at Howrah, Sealdah, Asansol, New Jalpaiguri, Ranchi or Tatanagar.

- 1) In case of two applicants are having the same marks the applicants having older age shall be preferred. In case the dates of birth are also same, then the applicants who passed matriculation exam earlier shall be considered first. There will be no written test or viva.
- 2) Final selection of applicants would be subject to verification of original testimonials.
- 3) Candidates in the Stand-by list will be offered to join only on receipt of details of absentees and rejected candidates from the Merit list.
- 4) The offers will be issued strictly in the order of Merit.
- 5) The tentative schedule will be advised through e-mail only. Applicants are advised to be in readiness at short notice to report to concerned office for Document/Certificate Verification.

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Stipend:

Selected candidates engaged as Apprentices will be paid a stipend during the training at the following prescribed rate as per extant rules: -

Sl.	Category	Prescribed minimum amount of stipend
1	Computer Operator & Programming Assistant (COPA)	Rs. 9,600/- per month
2	Graduate Apprentice.	Rs. 12300/- per month

General Instructions:

1. Applicants should ensure their name, father's name, date of birth should exactly match as recorded in Matriculation or equivalent certificate. Any deviation found during Document Verification will lead to cancellation of candidature and also debarment.
2. Applicants have to produce details of registration made on <https://www.apprenticeshipindia.gov.in> or <https://www.nats.education.gov.in> portal.
3. Applicants are required to report for Document/Certificate Verification with their Originals.
4. Applicants are required to submit their OBC Certificate issued within last ONE Year.
5. Applicants are required to submit their EWS Certificate, if he/she is claiming against EWS Quota.

Documents to be Submitted:

Applicants are required to submit the self-attested scanned copy of the following documents -

- (i) 10th Mark Sheet and Certificate.
- (ii) ITI Standard mark sheet.
- (iii) National Trade Certificate issued by NCVT/SCVT or Provisional National Trade Certificate issued by NCVT/SCVT.
- (iv) Certificate for proof of date of birth (Standard 10 or its equivalent certificate or mark sheet indicating date of birth or School Leaving Certificate indicating date of birth).
- (v) 12th Standard Mark Sheet and Certificate, if any.
- (vi) Graduation Mark Sheet and Certificate, if any.
- (vii) Caste certificate for SC/ST/OBC Applicants.
- (viii) OBC Certificate should not be issued earlier than last **ONE YEAR**.
- (ix) Disability certificate, in case of PwBD Applicants.
- (x) Discharge Certificate/Serving Certificate, in case of applicants applied against Ex-Servicemen quota.
- (xi) Recent Colour photograph (size 3.5 cm x 4.5cm) not later than three months from the date of application, along with a soft copy in JPG/JPEG format, 100 DPI, size of the file should be between 20 kb – 70kb) with clear front view of the Applicants without cap and sunglasses.
- (xii) Applicants may reject the applications for submitting old/unclear photograph or for any significant variations between photograph submitted in the application form and the actual physical appearance of the applicants. Applicants are advised to keep two additional copies of the same photograph ready with them and carry the same at the time of Document/Certificate Verification.

Note: - Candidates are advised to submit original documents along with 2 sets of self-attested photocopies on the day of Document verification.



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Important Instructions:

- i) The decision of IRCTC in all matters relating to eligibility, acceptance or rejection of the applications and mode of selection etc. shall be final.
- ii) No correspondence for engagement will be entertained.
- iii) Candidature of the Applicants shall be cancelled if he/she fails to produce the required original testimonials for verification or any other discrepancy noticed.
- iv) No daily allowance/conveyance allowance or travelling allowance will be paid to the applicants called for document verification
- v) After selection for engagement, request of applicants to change the trade will not be entertained.
- vi) Applicants will be trained only for the Trade in which they have been selected.
- vii) Applicants selected for training will not be allowed to withdraw from training except for reasons, which are beyond their control.

Important Advisory:

Applicants will be selected purely as per merit. IRCTC has not appointed any agents for action on its behalf. Applicants are warned not to fall under the lure against any such claims being made by Persons/Agencies.

Impersonation/Suppression of Facts – Warning:

Any applicants found using unfair means of any kind in the document verification, sending someone else in his/her place to appear in the document verification and attempt to impersonate will be disqualified.

Applicants found submitting forged/fake certificates/documents of any kind for securing eligibility and/or obtaining privileges shall lead to rejection of their candidature.

Applicants shall not bring in or attempt to bring in any political or other influence to further his/her interest in respect of the engagement. Candidature of such applicants are liable to be rejected.

**AGM/HRD
IRCTC, East Zone
Kolkata**

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