



GOVT. OF INDIA  
LAKSHADWEEP ADMINISTRATION  
(Department of Tourism Development)  
Kavaratti – 682 555

**F.No.18/16/2016-TD**

Dated. 08.2016

**EMPLOYMENT NOTICE**

Applications are invited from eligible, experienced and interested candidates to work as **General Manager**, on contract basis on a consolidated remuneration given below for 30 rooms (60 beds) Bangaram Island Resort(BIR-Managed by SPORTS). The eligibility criteria, educational qualification are as detailed below.

Sl.No.	Name of the Post	Eligibility Criteria	Consolidated Remuneration/month
1.	<b>General Manager (BIR)</b>	<p><b><u>Essential Qualifications:</u></b></p> <ol style="list-style-type: none"><li>1. Hotel Management Graduate or two years PG Diploma in Hotel Management.</li><li>2. 10 Years work experiences with 4*/5 * category Hotel/Resort with at least 5 years as General Manager or Manager Operations.</li><li>3. Should be proficient in English and Hindi.</li></ol> <p><b><u>Desirable Qualifications:</u></b></p> <ol style="list-style-type: none"><li>1. Post Graduation or additional qualification in any tourism related field</li><li>2. Proficiency in any foreign Language</li></ol>	<p><b>Rs.80,000/-</b></p> <p><b>(Rupees Eighty Thousand Only. Including Food and Accommodation)</b></p>

Note: Candidates who does not possess the required qualification need not apply.

## Work Profile

1. Overall management of the resort at Bangaram.
2. General Manager oversees all resort staff members, from front desk clerks to janitorial services. Responsible for the day to day resort operations in keeping with all corporate and brand standards of the resort and industry.
3. Assist in providing day-to-day leadership and direction by maximizing financial returns, driving development of people, creating and maintaining a unique guest experience, executing on brand standards, and building awareness of resort and brand.
4. Typical job duties of General Manager will include reviewing finances, overseeing hiring practices, holding meetings with the facility's various department heads, greeting and interacting with resort guests and checking on necessary supplies in various sections of the resort.
5. Over all in charge of all the Departments- Water Sports, F&B Production, F&B Service, Housekeeping, Spa/Ayurvedic center and up keep of the resort premises.
6. Periodically taking necessary corrective action.
7. Over all In charge of accounts.
8. Periodic and regular submission of all accounts at Bangaram.
9. Sale of merchandise.
10. Innovating creative ideas and implementing workable plans that generate revenue.
11. Provide direction on department strategic planning and development. Practice constant interaction with department and hotel associates in a professional and positive manner to foster good rapport, promote team spirit and ensure effective two-way communications.

### 1. Important Dates:

Sl.No.	Subject	Date	Time
1	Date of Notification		NA
2	Last Date of receipt of application	13.09.2016	1700

2. **How to apply:** Candidates should apply in the prescribed format only. **The duly filled in application form along with self attested copies of proof for age, educational qualification, etc. should reach the Director (Tourism Development), Lakshadweep, Kavaratti on or before 13.09.2016 by 17.00 Hrs.** Application received after the closing date and time will not be considered for selection. This Department will not be responsible for any postal delay. If on verification at any time before or after the selection process, it is found that they do not fulfill any of the eligibility conditions; their candidature for the post will be cancelled.

3. **Procedure for selection:** Selection of the candidates will be on the basis of merit, qualification and personal interview, the dates for which will be intimated in due course. Shortlist of candidates will be published before calling for interview.
4. The Department of Tourism Development, UTL reserve the right to cancel the selection process at any stage without assigning any reasons thereof.

*Jathin Goyal*

**JATHIN GOYAL**

Director (Tourism Development)  
04896 262250

To

1. Notice Board in all offices of the Administration.
2. The Director (Information & Public Relations), Kavaratti with request to publish the matter in the next issue of Lakshadweep Times.

Copy to: 1. The IT Coordinator, Department of Tourism, to upload in official Website of Lakshadweep.  
2. All Sub Divisional Officers/Deputy Collector's in islands with request to give vide publicity.

**APPLICATION FORM FOR THE POST OF GENERAL MANAGER,**  
**BAGARAM ISLAND RESORT NOTIFICATION FILE NO 18/16/2016 DATED**  
**.08.2016**

(To be filled in capital letters with ball pointed pen only)

Affix a recent  
passport size  
photograph.  
Photograph  
must be attested  
by a Gazetted  
Officer

(FOR OFFICE USE ONLY)

Date of receipt of application	
Roll number	-
Remarks if any	

(TO BE FILLED IN BY CANDIDATES)

1.	Name in full	:	
2.	Father/ Mother name	:	
3.	Husband/Wife name	:	
4.	Date of Birth and Age* (as on            )	:	
6.	Place of birth and Nativity* (District & State)	:	
7.	Caste	:	
8.	Marital Status	:	
9.	Permanent address (Including e-mail ID and Contact Number)	:	
10.	Address for communication (including e-mail ID and contact number)	:	

## 11. Educational Qualification

Sl.No	Educational Qualification	% of Marks	Name of the Institution	Year of passing
1.				

## 12. Declaration:

I certify that the information furnished above are true and correct to the best of my knowledge and belief.

Place:

Date:

Name & Signature

## NOTE:

- 1) \* Copies of proof should be enclosed.
- 2) The cover containing application and enclosures should be super scribed "Application for the post of GENERAL MANAGER, BANGARAM ISLAND RESORT vide notification dated -08-2016" should be addressed to The Director (Tourism Development), UTL Administration, Kavaratti and should reach on or before 5.00 PM on 09.09.2016.

## List of enclosures:

- 1) Proof for Age.
- 2) Proof for educational qualifications.
- 3) Experience certificate
- 4) Nativity certificate.
- 5) Community Certificate.
- 6) Two recent passport size photographs.