

**Notice for Walk-in-Interview for the position of
'Qualified CA/CMA' (Contractual) under IRCTC/ East Zone**

No. IRCTC/EZ/HRD/Recruit. /Contract. /CA_CMA/2026/01

Date: 27.04.2026

Eligible and qualified candidates are invited to appear for a walk-in-interview for engagement as **'Qualified Chartered Accountant (CA)/Cost & Management Accountant (CMA)'** on Contractual basis for a period of 2 years initially and extendable for one (01) year based on requirement and satisfactory performance.

Name and Number of Post	Mode of Engagement	Essential Qualification	Experience (Post Qualification)	Upper age limit as on 27.04.2026	Consolidated Remuneration
'Qualified CA/CMA" 04 posts [Reservation as per Govt. of India policy]	Walk-in Interview	Chartered Accountant (CA)/Cost & Management Accountant (CMA)	Minimum 02 years post qualification experience. Essentials: 01 year working exposure of ERP/SAP, Oracle & 1 year working experience of accounting and taxation other than audit	40 years for UR. Age relaxation OBC-3 Years SC/ST-5 years. PwBD-10 years.	Rs. 70,000/- per month (including statutory deductions) and any other allowances as applicable, Medical Insurance- Reimbursable on submission valid documents as per IRCTC extant guidelines

The vacancies may be increased/decreased as per the requirement of the Corporation. In that case, a corrigendum will be issued accordingly.

Cut-Off date:

The cut-off date for age, qualification, experience & other purposes will be **27.04.2026**.

Place of Posting:

The selected candidates will be posted in Zonal Office / EZ, Kolkata However, candidates may be deployed / posted anywhere in India at the discretion of IRCTC.

Medical fitness: Engagement of selected candidates shall be subject to medical fitness test as prescribed by IRCTC.

Selection Process:

Candidates are requested to fill in the application form (attached along with this notification) duly completing in all respects. The completed application form has to be submitted at the venue of the interview for verification along with original documents, one set of attested copies of requisite documents and two recent passport size photographs. Interview will be conducted and based on the credentials & performance in the personal interview the candidates will be shortlisted. The offer of engagement shall be issued to the suitable candidates in the order of merit and based on number of vacancies, subject to verification of antecedents. In addition, selected candidates against the notified vacancies, equal number of candidates will be placed on Reserved Panel, subject to availability of the suitable candidates.

Documents Required:

The candidates must carry the following documents in original (in chronological order) at the time of walk-in-interview. In absence of any of the following documents in original, the candidate will not be allowed to appear in the walk-in-interview:

- 10th class Marksheet & Certificate.
- 12th class Marksheet & Certificate.
- Graduation year-wise All Marksheets & Certificate/degree (Provisional Certificate/degree issued from concerned University may also be considered).
- Chartered Accountant (CA)/ Cost & Management Accountant (CMA)-Mark sheet & Certificate (year wise)
- All Experience Certificates in chronological order.
- Caste certificate supporting SC/ST/OBC category. OBC certificate should be for non-creamy layer category and should not be issued more than 1-year-old.
- EWS/PwBD certificate, if belong to.
- Candidates should carry one set of self-attested photocopy of all above documents along with all originals.

Scope of work:

- Work related to ERP entries, Auditing, taxation, finalization of accounts, Annual closing, banking, payrollaccounts, reconciliation, etc.

General Information:

- a) This engagement is purely contractual in nature and will not entitle any candidate to claim for regular / permanent employment in IRCTC.
- b) Contract may be terminated by giving one-month notice by either side. If performance during contract period is not found satisfactory the contract may be terminated without any notice.
- c) Only Indian Nationals are eligible to apply.
- d) Those working in Govt. /PSUs may apply through proper channel or submit NOC at the time of Interview or should submit proper relieving letter from present employer in the event of selection in IRCTC.
- e) IRCTC reserves the right to cancel/ amend the advertisement and/or the selection process at any time without prior notice.
- f) The number of vacancies to be filled (including Reserve Panel) may increase or decrease depending on the requirement of IRCTC at the time of engagement.
- g) Candidates should ensure that they fulfil the eligibility criteria prescribed for the post they have applied. In case it is found at any stage of selection process or even after engagement that the candidate has furnished false or incorrect information or suppressed any relevant information/ material facts or does not full fill the criteria, his / her candidature / services will be summarily terminated.
- h) The selected candidate(s) have to furnish security deposit of **Rs. 25,000** in the form of Demand-Draft.
- i) No TA/DA will be paid to the candidates for attending the walk-in interview.
- j) Knowledge of computer (MS Office), preparation of reports is desirable.
- k) Ability to solve problems and to make rational decisions.

Place & Date of walk-in-Interview:

Date: 21.05.2026 (Thursday)
Time: 10:30AM – 04:30 PM
Venue: IRCTC Zonal Office,
3, Koilaghat Street, Ground Floor
Kolkata-700 001

Note:

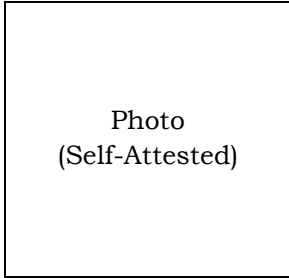
In case of extension/change of interview date/place, candidates will have to arrange their own stay and food. Any corrigendum/clarifications to this notification (including date & place of interview), if necessary, will be uploaded on IRCTC website i.e. www.irctc.com under **HR&Career>Recruitment>New Opening** only and no separate press coverage will be given in the newspapers.



**PROFORMA FOR SUBMISSION OF APPLICATION FOR ENGAGEMENT AS
'QUALIFIED CA/CMA' (CONTRACTUAL) UNDER IRCTC/ EAST ZONE**

No. IRCTC/EZ/HRD/Recruit. /Contract. /CA_CMA/2026/01

Date: 27.04.2026



1	Name of the Applicant			
2	Father/Spouse Name			
3	Category (SC/ST/OBC/Diff. abled/Ex-service men) <i>(Enclose self-attested copy of latest Certificate issued by competent authority in support of claim)</i>			
5	Present Address			
	Landline/Mobile No.			
	Email ID			
6	Permanent Address			
7	Date of Birth & Age (as on 27.04.2026)			
8	Gender			
9	Marital Status			
10	Aadhar number			
11	Professional/Technical/Educational Qualification: (Enclose self-attested copies)			
Sl.	Name of the Graduate/PG degree(s) Passed	Duration & (Full time/Part time/distance), Year of Passing	% marks	Institution/ University
(i)	10 th			
(ii)	12 th			
(iii)	Graduation			
(iv)	Post-Graduation			

12 Particulars of Post Qualification Experience:				
Sl.	Organisation	Post Held & Scale/ pay drawn	Period : From-To	Job description/ Responsibility areas
(i)				
(ii)				
(iii)				
(iv)				
13	Languages Known	Speak		
		Write		
14	Document to be attached:			
	i) Proof of All Educational Qualifications			
	ii) Proof of All Experiences			
	iii) Proof of Date of Birth			
	iv) Proof of Category (SC/ST/OBC/EWS/PwBD etc)			
	v) Others (pl. Specify)			

The above information is true to the best of my knowledge and belief. My candidature will be rejected, if any information given above is found to be incorrect/ incomplete or false.

Date:
Place:

(Signature)
Name:

IRCTC