

F.No.1/26/2020/Admn./YP-I&II (E-66559)

Dated: 06.02.2025

WALK IN-INTERVIEW

The Walk-in Interview is scheduled on **24.02.2025 from 10:00 hrs.** onwards at ICAR-National Bureau of Fish Genetic Resources, Lucknow for selection of **Young Professional-I (04 Nos.)** on contractual basis under Short Term Technical Manpower hired in ICAR Institute. The details are as follows:

Sl. No.	Name of the position	No. of Post	Monthly Emoluments	Age	Qualification
Short Term Technical Manpower Hired in ICAR Institute					
1.	Young Professional-I	01	Rs. 30,000/- P.M. fixed	Minimum 21 years and max. 45 years as per rule	<p>Essential: Graduate in any stream, CCC certificate with 03 years working experience in Govt./PSU sector in relevant field.</p> <p>Desirable: Knowledge of ERP System (Bill creation, salary payroll, vendor creation). Bill/Vendor creation in PFMS, knowledge of bulk transfer bill creation in Public Financial Management System. Knowledge of income tax deduction and other salary related calculation and computer Skills (MS-Word, Excel, Power Point). English & Hindi typing also.</p>
2.	Young Professional-I	01	Rs. 30,000/- P.M. fixed	Minimum 21 years and max. 45 years as per rule	<p>Essential: Graduate in any stream, CCC certificate with 03 years working experience in Govt./PSU sector in relevant field.</p> <p>Desirable: Knowledge of ERP System, PFMS, Bank Reconciliation Statement, Cash Book (MS Word, Excel) and working experience of three years in ICAR Office will be added advantage.</p>

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3.	Young Professional-I	01	Rs. 30,000/- P.M. fixed	Minimum 21 years and max. 45 years as per rule	Essential: Graduate in any stream, CCC certificate with 03 years working experience in Govt./PSU sector in relevant field. Desirable: Knowledge of e-office, ERP, Office Assistance, Record Keeping and Other Officer Related online activities. Experience in similar roles within ICAR institutes or other govt. organization will be given preference.
4.	Young Professional-I	01	Rs. 30,000/- P.M. fixed	Minimum 21 years and max. 45 years as per rule	Essential: Graduate in any stream, Diploma in computer from recognized university/college. Desirable: Having knowledge in ICAR-ERP, ICAR e-office, Computer Skill (MS Office), Data Management, e-tendering, e-publishing, fluent knowledge of Hindi & English typing and working experience of 03 years in ICAR office in Purchase & Store Section will be added in advantage.

Terms & Conditions

1. Above positions are purely temporary and may be terminated by the Director, ICAR-NBFGR, Lucknow without assigning any reasons at any stage. The same can be extended in yearly basis on candidate's performance assessment and fund availability.
2. The tenure and service conditions of position will be governed by project guidelines and ICAR guidelines.
3. Only the candidates, who fulfill all the eligibility conditions, will be called/appeared for walk In- interview.
4. Place of work will be **at ICAR-NBFGR, Lucknow** but can be changed as per need.
5. The candidates are requested to be present 30 minutes before scheduled time on the date of interview.
6. Canvassing in any form will disqualify the candidature.
7. The selection will be based on academic performance, research experience and performance during the interview.
8. Where ever age related relaxations are claimed on account of category & previous employment or any other as applicable under GOI norms, the certificates to be submitted along with documents.
9. The decision of Director, ICAR-NBFGR, Lucknow will be final and binding in all aspects.

Assistant Admin. Officer (Admin.)

Proforma for Biodata
Application for the position of Young Professional-I

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photo

1. Name in Block letters:-
2. Father's/Husband's Name:-
3. Communication Address with e-mail and Mob. No.:-
4. Date of Birth:- Age as on 24.02.2025 day month year
5. Nationality:-
6. Details of Educational/Professional/Technical Qualification:-

Education	School	Board/Univ.	Marks	Division
High School				
Intermediate:-				
Graduation:-				
Post Graduation:-				
Ph. D.:-				

7. Details of work experience (if more than 1 year):-
8. Achievements:-

DECLARATION

I hereby declare that all the information furnished above is true, correct and complete to the best of my knowledge and belief. If anything found false, incorrect and incomplete or if I am found engaged in any other job/work than this project work, I may be terminated from this position at any time. Further, I shall not engage in any other job/work other than this project work during project work duration without written permission from the P.I.

Signature of the candidate

Date:

Place: