Advertisement for engagement of Young Professional-I in ICMR Hqrs., New Delhi

Indian Council of Medical Research (ICMR), an Autonomous Body under the Department of Health Research, Ministry of Health & Family Welfare intends to engage 05 Young Professional-I purely on contractual basis for short term support in the activities of the Finance & Accounts Division, ICMR Headquarters, New Delhi.

The qualifications, experience and other relevant details for aforesaid engagement are appended below:

Particulars	Details
Name of Position	Young Professional - I (Finance & Accounts)
No. of Vacancies	Five (05)
Essential Qualification	B. Com / BBA (With minimum 55 % marks) from a recognized University / College.
Experience	Minimum one year of post qualification experience in relevant Field / Subject.
Desirable Qualification	Knowledge of IT applications / virtual meeting platforms and computer skills (MS Office, Tally etc.)
Job Requirement	YP shall be engaged to handle Finance / Accounts / Audit related work and to assist ACO / Sr. ACO to whom the YP is assigned, as per the work allocation.
Consolidated Emoluments	Rs. 35,000 / Month.
Age Limit	Not more than 30 Years as on date of walk-in interview. Age relaxation will be applicable as per ICMR guidelines.
Tenure	Initial engagement of YP shall be 1 year initially which is extendable for 2 more years (01 year at a time) subject to requirement of the services of the YP in the organization, satisfactory performance and approval of the Competent Authority.
Place of Work	ICMR Headquarters, New Delhi
Details of Walk-in Interview	Date: 27th November 2026 Time: 10:00 am Venue: Indian Council of Medical Research, V. Ramalingaswami Bhawan, Ansari Nagar, New Delhi - 110029, India **Candidates who do not report on the specified date and time will not be allowed to attend in the interview under any circumstances.**

Procedure for Recruitment:

a. Eligibility: Candidates who meet the prescribed age limit and possess the required qualifications and experience may appear for the Walk-in Interview. Please note that meeting the essential criteria does not guarantee selection.
b. Original Documents: Candidates must bring all original documents (educational certificates from 10th Class onwards, experience certificates, age proof, caste certificate, and valid photo ID such as Aadhaar / Passport / PAN / Driving License) for verification on the day of the interview.

c. Document Submission: Candidates must submit following documents at the time of Interview:

i. Two sets of self-attested copies of all the original documents.
ii. A duly filled and signed application form (prescribed format attached as Annexure) with a recent passport-size photograph.
iii. Self-attested copy all original documents (educational certificates from 10th Class onwards, experience certificates, age proof, caste certificate, and valid photo ID like Aadhaar / Passport / PAN / Driving License)

Note: Incomplete / unsigned applications or submission of false / incorrect information or failure to submit the required self-attested documents will result in rejection without any further consideration at any stage of recruitment process.

d. Screening Process: Short-listing for the interview will be based on educational qualifications, age, and relevant experience. If required, a written test or assignment may be conducted prior to the interview. In the event of a tie at any stage, all candidates with the same score will be considered eligible for the subsequent round.
e. Selection Criteria: Final selection will be based on performance in the walk-in-interview.

General Terms and Conditions:

1. The positions are purely temporary and contractual, co-terminus with the project requirements, and selected contractual candidate shall have no claim to regular or permanent employment with ICMR or to continuation in any other project.
2. ICMR is not obligated to fill all advertised positions and reserves the right to withdraw, cancel, or modify the recruitment process at any stage. The decision of the Competent Authority shall be final and binding.
3. TA / DA for undertaking domestic tour for official work shall be admissible to the Young Professional as per the ICMR Guidelines (as amended from time to time).
4. The working hours of the Young Professionals shall be the same as those applicable to regular employees of ICMR. Unauthorized absence for a continuous period of 08 days without valid reasons shall lead to automatic termination of the engagement.
5. Leave Entitlement:

a. Eligible for 08 days leave in a calendar year on pro-rate basis.
b. 02 Restricted Holidays as per the rules of Government of India / ICMR.
c. Intervening weekly holidays or Gazette Holidays during a spell of leaves should not be counted against the admissible leaves. The un-availed leaves will not be carried forward to next calendar year.
d. Eligible for compensatory leave in lieu of the duty assigned on holidays but not more than 02 leaves can accrue in a month. The compensatory leaves can be accumulated only up to 05 days at a time and the Young Professional may be allowed to avail the same within three months.
e. Female Young Professional shall be entitled to maternity leave as per provision in the Maternity Benefit (Amendment) Act, 2017. However, there will be no paternity leave for male YPs.

6. ICMR reserves the right to accept or reject any application without assigning any reason. No correspondence or recommendations will be entertained.
7. Canvassing or bringing external influence in any form for short listing or contractual employment will result in disqualification, and the candidate will be debarred from the recruitment process.
8. ICMR reserves the right to prepare a waitlist panel valid for one year after the due

approval of the Competent Authority.

9. No TA / DA shall be paid for attending the interview or joining the post. Candidates must make their own arrangements for stay during the interview and, if selected, after joining.
10. Candidates in regular service under any Central / State Government, Autonomous Body, Department or PSU are not eligible to apply.
11. Selected candidates will normally be posted at ICMR Headquarters; however, they may be assigned duties at any location in India.
12. ICMR reserves the right to terminate the engagement at any time during the contract period without assigning any reason. However, in the normal course, termination of the contract may be made by either party by giving not less than one month's notice, without assigning any reason.
13. All applicable taxes, as per government rules and regulations, will be deducted at source.
14. The Young Professional shall be eligible for consideration of an increase of up to 5% in the consolidated remuneration after completion of each annual term of engagement, subject to satisfactory performance evaluation and the maximum remuneration ceiling of Rs. 50,000/-.
15. Any addendum or corrigendum regarding the vacancies will be published only on the ICMR website. Applicants must visit the website https://www.icmr.gov.in regularly for updates.

Digitally signed by
Jaibir Singh
Date: 19-11-2026
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