



ICAR - NATIONAL RESEARCH CENTRE ON YAK
DIRANG - 790101, WEST KAMENG DISTRICT
ARUNACHAL PRADESH, INDIA



NOTIFICATION

No. NRCY/2(2)/19-Admn./RA/SRF/JRF/YP/(Vol-IV)/2114

Date: 03/02/2025

The Competent Authority of ICAR - NRC on Yak, Dirang, Arunachal Pradesh has decided to invite applications from eligible candidates to conduct an INTERVIEW through Hybrid mode (online as well as offline) at ICAR - NRC on Yak, Dirang, Arunachal Pradesh for filling up purely temporary positions of **Young Professional – I/II (04 Nos.) and Retired Govt. Servant (01 No.)** on contractual basis at this institute. Details may be obtained from institutional website www.nrcy.icar.gov.in. Outstation candidates can appear the said interview through Zoom. All desirous candidates may send their applications complete in all respects with all testimonials **offline to the Director, ICAR-NRC on Yak or through email to yakdirector@gmail.com by 19/03/2025 up to 5.00 PM**. Applications received after the due date will not be considered. The date and time of interview and Zoom link for appearing in the interview (only to the online candidates) will be sent to the qualifying candidate(s) through return email.

Sd/-
Assistant Administrative Officer

ASSTT. ADMN. OFFICER
ICAR-NRC on Yak,
Dirang-790101, Arunachal Pradesh

Details of posts, eligibility conditions and other terms and conditions:

Sl. No.	Projects/Section in which required	Name of the post	Number of the post required	Qualification	Age limit	Total Emolument	Duration
1.	ITMU Section under NAIF Scheme	Young Professional - II	01	<p>Essential qualification: Master degree in Any discipline of Veterinary and Animal Husbandry or Allied sciences or Basic Science.</p> <p>Desirable qualifications:</p> <ol style="list-style-type: none">1. Diploma in IPR/ Two years experience in IP management2. Experience of working in the areas of fibre technology/food sciences /molecular biology/handling of animals with hands on knowledge of routine laboratory techniques.3. Professional knowledge of computer application preferably the MS office, PPT etc.	The minimum age under Young Professional category will be 21 years and maximum 45 years with relaxation as per rules.	Rs.42,000/- per month (Fixed) No House Rent Allowance	Initial engagement of YP will be for one year, which is extendable for two more years (01 years at a time) subject to requirement of the services of the YP in the organization and satisfactory performance of the candidate, after evaluation by the Competent Authority. Thus maximum duration of engagement of YP in the ICAR/Institute is three years (1yr+1yr+1yr)
2.	LHDCP on FMD	Young Professional -II	01	<p>Essential qualification : Postgraduates in relevant subjects or graduate degree holders in Veterinary Science or Animal Science.</p> <p>Desirable qualification : Experience in Molecular works/handling large animals/ Computer Knowledge of MS office i.e. MS word/ MS Excel/ MS Power Point etc.</p>			

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3.	AKMU Section	Young Professional -I	01	<p>Essential qualification: Graduate and / or Diploma in Information Technology (IT)</p> <p>Desirable qualification: 4-5 years of work experience in IT preferably at least 01 year work experience in ICAR system.</p>		Rs.30,000/- per month (Fixed)	No House Rent Allowance (HRA) will be paid to the YPs.
4.	Accounts & Audit Section	Young Professional -I	01	<p>Essential qualifications: Bachelor of Commerce (B.Com)/ Bachelor of Business Administration (BBA) /Bachelor of Business Studies (BBS) with minimum 60% marks from a recognized University/College (with minimum 01 year experience in Finance & Accounts under Central Government Organization/ Central Autonomous organizations/ Chartered Accountant Firms /Any other agencies</p> <p>Desirable qualification: Working knowledge of IT applications, virtual meeting platforms and computer skills (Ms-Word, Excel, Power Point, Tally, ICAR e-Office, TDS, professional tax filing, etc.</p> <p>Job Roles:</p> <ul style="list-style-type: none"> • Verification of bills with reference to rules and regulations of ICAR & GoI. • Knowledge of TDS provisions 			

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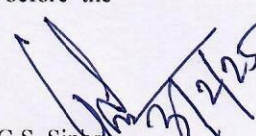
			<p>and implementing the same while processing the bills.</p> <ul style="list-style-type: none"> • Knowledge of Government Grants and preparation of Financial Statements i.e. Bank Reconciliation Statement (BRS), Trail Balance, Income & Expenditure Account, Receipts and Payment Accounts and Balance Sheet in regular intervals. • Knowledge in General Financial Rules-2017 (GFR-2017), Bharat Kosh, Public Financial Management System (PFMS), ICAR-ERP-FMS, ICAR e-Office, etc. will be added advantage. • Preparation and presentation of Budgets and reports. • Ensuring the accuracy of financial documents, as well as their compliance with relevant laws and regulations. <p><u>Job description:</u> Should support the day-to-day execution of general accounting, support to clients. Performs accounting functions specifically in the areas of account balancing, ledger reconciliation, reporting and discrepancy resolution.</p>			
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5.	Accounts & Audit Section	Retired Govt. Servant	01	Desirable experience: Maintaining of Cash books, Cheque and other deposits, depositing of TDS, GST, Record keeping & PPO writing etc.	-	A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed remain unchanged for the term of the contract. There will be no annual increment / percentage increase during the contract period.	Initially for 01 year, which is extendable by another 01 year. Beyond 02 years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the task and the performance of the contact appointee, provided it shall not be extended beyond 05 years after superannuation.
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Terms and Conditions:

1. The positions are purely temporary on co-terminus basis and do not entitle the appointment to any claim implicit or explicit on any ICAR post.
2. The positions are initially for one year and may be extendable depending on performance and Project/Institute funding etc. as per norms.
3. Age limit for position is 40 years with relaxation for SC/ST/OBC and women candidates as per Government / ICAR rules.
4. Emoluments payable as per DBT/ICAR norms.
5. **Candidates are required to apply as per the enclosed application form on or before the stipulated date i.e. 19/03/2025 through email to yakdirector@gmail.com** enclosing self-attested copies of certificates; mark sheets etc. from matriculation/HSLC onwards otherwise their application will be rejected. They have to bring all relevant documents, certificates and mark sheets in original at the time of interview. A recent passport size photograph should be affixed on the top of the application.
6. Candidates applied without mentioning the name of post, mode for appearing of the interview (Online / Offline), not through prescribed application form and not enclosing self-attested copies of certificates, mark sheets etc. won't be called for interview.
7. The eligible shortlisted candidates should report for the interview one hour before scheduled time on the date of interview for necessary formalities.
8. Only the candidates having essential qualifications would be entertained for the interview.
9. No Objection Certificate from the employer is required, in case he/she has an employment.
10. No TA/DA will be paid for attending the interview.
11. The post is purely temporary and the selected candidate shall not claim regular appointment at this institute, as the post is co-terminus with the project.
12. Date and time of interview and Zoom Link for appearing in the interview (only to the online candidates) will be informed to qualifying candidates through email.
13. The Director, ICAR-NRC on Yak, Dirang reserves the right to cancel / postpone the interview without assigning any reason thereof.
14. The Director shall reserve the right to terminate the contract of job as mentioned above, even before the completion of the project for which no appeal thereof shall be made.


 (G.S. Sinha)
 Assistant Administrative Officer
 ICAR-NRC on Yak, Dirang
ASST. ADMN. OFFICER
 ICAR-NRC on Yak,
 Dirang-790101, Arunachal Pradesh

APPLICATION FORM

Application for the position of

Mode of appearing interview (online/Offline):

1.	Full Name (In Block letters)		Attested Passport size photograph
2.	Father's Name		
3.	Date of Birth (DD/MM/YY)		
4.	Age		
5.	Address with pin code a) Permanent address b) Correspondence		
6.	Mobile No.		
7.	E-mail Address		
8.	Sex (Male/Female)		
9.	Marital status		
10.	Whether belongs to SC/ST/OBC/General		

11. Details of Educational Qualification from 10th / HSLC onwards

Degree	Board/University	Year of passing	Maximum marks	Marks obtained	Percentage

12. Details of Experience (include experience of one year and above only)

Sl. No.	Position held	Employer	Period (from)	Period (to)	Total experience

13. Details of publication (only published / accepted research papers)

14. No objection certificate from present employer

15. Additional information

16. Self-declaration regarding truthfulness in application

DECLARATION

I, hereby declare that all statement made in the application form are true / correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature/appointment may be cancelled without any notice.

Date & place:

Signature
Full name of the candidate