



ICAR- NATIONAL RESEARCH CENTRE ON PIG
INDIAN COUNCIL OF AGRICULTURAL RESEARCH

RANI, GUWAHATI-781 131 ASSAM, INDIA

(An ISO 9001:2015 Certified Institute)



File No. 244/NRCP/2022-23

Date: 04.10.2023

**EXTENSION OF CLOSING DATE FOR SUBMISSION OF APPLICATION FOR
YOUNG PROFESSIONAL II (FINANCE & ACCOUNTS)**

The closing date for submission of Applications against the position of **Young Professionals-II (Finance and Accounts)** (01 No.) advertised vide No. 244/NRCP/2022-23 dated 30.08.2023 has been extended **upto 16.10.2023**.

Interested candidates fulfilling the below mentioned qualifications must submit their applications along with self-attested copies of all the certificates and mark sheets etc. addressing to the Director, ICAR-NRC on Pig, Guwahati by speed post/In person by hand/email (aaonrcp@gmail.com). The filled in application along with the required documents should reach the institute latest by **16.10.2023**. Application received after **16.10.2023** will not be **considered**. Following the scrutiny, the written test (if shortlisted candidates are large in numbers) and interview will be conducted. The shortlisted candidates will be **informed about the dates for written exam/interview by email/phone, for which the candidates are required to provide their email IDs and contract numbers, positively in the application.**

Note: Candidates who had submitted their application earlier for Young Professional II (Finance & Accounts) against Advertisement No. 244/NRCP/2022-23 dated 30.08.2023 need not to submit their application again, as their previous application will be considered.

-Sd-

(Uttam Prakash)

Asst. Administrative Officer

| SL. NO. | NAME OF THE POST AND EMOLUMENTS (RS.) | Nos. of Post | QUALIFICATIONS | JOB PROFILE |
|---------|--|--------------|---|--|
| 1. | Young Professional - II (Finance & Accounts) (Fixed/Consolidated Rs. 35000.00 Per Month) | 01 Nos. | <p><u>Essential Qualification:</u> B. Com/BBA/BBS (With minimum 60 % marks) from a recognized University/College and CA (Inter) ICWA (Inter) with minimum 01 year experience in Finance & Accounts under in Govt. Organization/ Universities/ Reputed firms.</p> <p style="text-align: center;">OR</p> <p>B. Com/BBA/BBS (With minimum 60% marks) from a recognized University/ College and MBA (finance) or Equivalent (with minimum 60 % marks) from a recognized Institution with minimum 01 year experience in Finance & Accounts under in Govt. Organization/ Universities/ Reputed firms.</p> <p><u>Desirable:</u> Knowledge of IT applications, virtual meeting platforms and computer skills (Ms Word, Excel, Power Point, Tally, Java, PFMS, MIS-FMS, ERP) will be added advantage.</p> | To assist Finance & Accounts section in accounts and finance activities. |

General terms and conditions:

1. For the date and time of written test/interview, candidates are advised to regularly check the institute website (<http://nrcp.icar.gov.in>).
2. Interested candidates should submit their application and Bio-data in the prescribed format to The Director, ICAR-National Research on Pig, Rani, Guwahati-781131, Assam along with self-attested copies of all certificates of educational qualifications, mark sheets, experience etc. and a recent passport size photograph by speed post/in person by hand/email (aaonrcp@gmail.com). The filled in application along with the required documents should reach the institute latest by **16.10.2023**. Application received after 16.10.2023 will not be considered under any circumstances.
3. The shortlisted candidates will be informed about the dates for written exam/interview by email/phone, for which the candidates are required to provide their email IDs and contract numbers, positively in the application.
4. Engagement of manpower is purely on contractual and time bound basis and also not against any sanctioned vacancy/cadre strength/post/position; the service provisions for regular posts including reservations will not be applicable to these engagements.
5. The selection will be on co-terminus basis, initially for a period of 01 years or up to the availability of funds under the respective head or up to the performance of the candidate found satisfactory, whichever is earlier. However, the period of engagement may be extended based on the requirement/availability of funds/performance of the candidate as per the Council guidelines after evaluation of the performance.
6. **The Age limit for the candidate is Minimum age: 21 years; Maximum age: 45 years; Age relaxation as per Govt. of India rules.**
7. The candidate must bring his/her original copies of all certificates including experience certificate, at the time of interview, failing which the candidate will not be allowed to appear for the interview.
8. No TA/DA etc. will be paid for attending the interview.
9. Canvassing in any form will disqualify the candidature. Decision of the Director, ICAR- National Research Centre on Pig will be the final.

-Sd-
Asstt. Administrative Officer

APPLICATION

APPLICATION FOR YOUNG PROFESSIONAL II (Finance and Accounts)

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| | | | | | | |
|------------------------------|---|---------|------------------|--|----------------|------------|
| Name of the Post Applied for | | | | Young Professional-II (Finance & Accounts) | | |
| 1 | Name in block letters. | | | | | |
| 2. | Father's/ Husband's Name | | | | | |
| 3. | Permanent Address. | | | | | |
| 4. | Correspondence Address with Telephone No/Mobile/e-mail address. | | | Mob. No: e-mail ID: | | |
| 5 | Date of Birth & Age (as on last date of submission) | | | | | Age: |
| 6. | Nationality | | | | | |
| 7. | Whether belong to SC/ST/OBC. | | | | | |
| 8. | Marital Status: | | | | | |
| 9. | Details of Education/Professional/Technical Qualification and Experience. | | | | | |
| 10. | Qualification | Subject | Board/University | Year of passing | Marks obtained | Percentage |
| a | 10 th | | | | | |
| b | 12 th | | | | | |
| c | Graduation | | | | | |
| d | Post Graduation | | | | | |
| d | Any other | | | | | |

| | |
|----|--|
| 11 | Details of Experience in Accounts/Finance/Administration/Management: (Attach Certificate) |
| 12 | Knowledge of IT applications and Computer Skills (MS word, Excel, Power Point, Talley etc (Attach certificates) |
| 13 | Details of present employment, if any. |
| 14 | Any other information. |

Declaration: I hereby declare that all the information furnished above is true, correct & complete to the best of my knowledge & belief.

Signature of Candidate

List of Enclosures

(Please answer yes if document is enclosed)

| Sl. No. | Name of Document | Enclosed (Yes/No) |
|---------|---|-------------------|
| 1 | Self Attested Mark sheet and Certificate -10 th | |
| 2 | Self Attested Mark sheet and Certificate -12 th | |
| 3 | Self Attested Final year Mark sheet –Graduation | |
| 4 | Self Attested Provisional/Original Degree Certificate- Graduation | |
| 5 | Self Attested Final year Mark sheet –Post Graduation/Master Degree | |
| 6 | Self Attested Provisional/Original Degree Certificate- Post Graduation/Masters Degree | |
| 7. | Self Attested Degree/Diploma/Certificate of Computer Applications | |
| 7. | Self Attested Experience Certificate | |
| 8. | Any Other | |

The candidature of candidate will not be considered in case of failure to submit or produce any of the documents **including the provisional/Original degree certificate.**

Date:

Place:

Signature of Candidate