

No: A-43011/134/2021 Admin I (e-19525)
Government of India
Ministry of Fisheries, Animal Husbandry and Dairying
Department of Fisheries
Krishi Bhawan, New Delhi-110001

Dated 21.05.2025

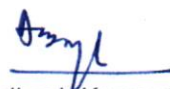
Subject: Inviting application for rendering services as Young Professional (IFD) on contract basis in the Department of Fisheries-reg.

CIRCULAR

Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying invites applications for engagement of 1 Young Professional from open market purely on contractual basis. The brief scope of work, eligibility criteria and experience are detailed below:

1	Name of Position	Young Professional
2	Number of Positions	1
3	Method of Recruitment	Contract Based through Advertisement through Open Market
4	Age Limit	Candidates should be below 40 years of age as on the date of publication of circular.
5	Period of Contract	The engagement would be purely on contractual basis for an initial period of 1 year (from the date the candidate joins the assignment) which may be extended by 1 year at a time up to a maximum tenure of 5 years as per requirement of the Division. However, their continuation in their respective position beyond the first and subsequent years would be contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators. The engagement of Young Professional is of a temporary nature and the department can cancel the engagement at any time without providing any reasons thereof.
6	Remuneration (Per Month)	Rs.70,000/- (Consolidated inclusive of all)
7	Purpose of Assignment	(i) Examination of agenda for several scheme-related, pre budget and DoE meetings and compilation of inputs of Integrated Finance Division on EFC/Cabinet/Scheme Guidelines (ii) Coordination with Programme Divisions.
8	Tasks Related to Assignment & other tasks incidental thereon	<ul style="list-style-type: none"> Examination of agenda items for scheme-related and pre-budget meetings for both the Departments i.e. DoF and DAHD. Compilation of IFD inputs for EFC/Cabinet Notes/Scheme Guidelines of both the Departments. Handling data on online portals (e.g., UBIS, Autonomous Bodies) of both the Departments. Coordination with Programme Divisions. Any other work assigned by the Competent Authority.
9	Educational Qualifications	Master's Degree in any subject or 2 years PG Diploma in Management or possessing any Professional Degree earned after a study of 4 years or more acquired after 10+2.
10	Work Experience	(i) With Scheme-related experience of Government of India. (ii) Consultants should preferably be residing in Delhi-NCR region. (iii) Minimum of 3 years experience preferred in the Integrated Finance Division(IFD)/Budget Division in any Department of Central Government. (iv) Consultants should be proficient in MS Excel, MS Word and MS Powerpoint.

11.	Terms and Conditions	The terms and conditions will be decided at later stage after the selection of the candidate and before issuance of Work Order.
12	Submission of Applications	Application as per prescribed Application Form (Annexure-A) should reach the undersigned by post or by email https://www.dof.gov.in/ or through Drop Box of the Ministry installed at the reception within 15 days from the date of issue of this circular on the website of the Ministry with hard copy to the Under Secretary (Admin-I), email id: adm-fishery@dof.gov.in Ministry of Fisheries, Animal Husbandry and Dairying, Department of Fisheries, Rajendra Prasad Road, Krishi Bhawan, New Delhi-110001, Application received after due date will not be considered.



(Awadhesh Kumar Singh)
Under Secretary to the Govt of India
Tel; -01123310374
email id: adm-fishery@dof.gov.in

अवधेश कुमार
AWADHESH KUMAR
अवर सचिव/Under Secretary
भारत सरकार/Govt. of India

To,

1. All Ministries/Departments of Government of India.
2. The Director (CS Division), DoP&T, Lok Nayak Bhawan, New Delhi with a request to post the same on DoP&T website.
3. NIC, Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying with a request to upload this Circular on the website of this Ministry.

मत्स्यपालन, पशुपालन और डेयरी नवत्रालय
Min.of Fisheries,Animal Husbandry & Dairying
मत्स्यपालन विभाग/Department of Fisheries
चन्द्रलोक बिल्डिंग, जनपथ, नई दिल्ली-110001
Chandralok Building, Janapath, New Delhi-110001

Proforma for inviting application

1.	Name	
2.	D.O.B	
3.	Address	
4.	Education Qualification	
5.	Experience	
6.	Present Address	
7.	Contact no.	
8.	Email Id.	
9.	Experience may be attached.	

Documents required:

- I. Education Qualification
- II. Experience certificate
- III. Aadhaar Card