भाकृअनुप-भारतीय तिलहन अनुसंधान संस्थान
ICAR-Indian Institute of Oilseeds Research
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ISO 9001:2015 Certified Institute

F.No. 2(1)/2025-26/Estt Date: November 23, 2026

WALK-IN-INTERVIEW

Candidates fulfilling the following eligibility criteria are invited to attend **Walk-in-interview** for engagement / hiring of **Young Professional-I (03 positions),** purely on a temporary**,** contractual and short-term basis to work under various sections at **ICAR-IIOR, Rajendranagar, Hyderabad-500030, Telangana**. The eligibility criteria and other terms and conditions for the positions are as under:-

#	Section	Name of the position	Date of Walk-in-Interview	Qualifications and Experience
1.	**Stores (Administration)**	Young Professional-I (IT) - One	**08.12.2026**	**Essential Qualification:** • Graduates with **at least 60% marks** in Computer Application/ Information Technology/ Computer Science/ Artificial Intelligence/ Operating Systems/ Software Engineering/ Computer Graphics **Desirable Qualification:** • Sound knowledge in MS Word, Excel **Desirable Experience:** • Experience in purchase management, auction process **Job Description:** • Inventory Management, preparation of data required for condemnation of obsolete items, coordinating with various sections in pooling up the data and inventory of obsolete items. • Coordinating with MSTC and GeM FA Team for conducting auctions
2.	**Audit and Accounts**	Young Professional-I (F&A) - One	**09.12.2026**	**Essential Qualification:** • B.Com/ BBA/ BBS (With **minimum 60% marks**) from a recognized University/ College. **Desirable Qualification:** • Knowledge of IT applications, virtual meeting platforms and computer skills (MS Word, Excel, Power Point, Tally, etc.) will be added advantage. **Essential Experience:** • **Minimum 1 year of experience** in relevant field **Job Description:** • Compilation of monthly expenditure • Checking of medical, contingent & TA bills • Preparation of BRS • Project accounting related works etc.
3.	**Cash and Bills (Administration)**	Young Professional-I (IT) - One	**09.12.2026**	**Essential Qualification:** • Graduates with **at least 60% marks** in Computer Application/ Information Technology/ Computer Science/ Artificial Intelligence/ Operating Systems/ Software Engineering/ Computer Graphics **Desirable Qualification:**

				• Sound knowledge in MS Office tools (Excel, Word) and typing skills **Job Description:** • Processing of proposals through e-office • Bill processing in PFMS and e-SAMARTH FSCM module • Processing of bills like Medical, TA. LTC, GPF, CEA, Newspaper, Periodicals etc. • Processing proposals related to release of funds • Preparation of IT and GST schedules etc.

Age Limit:

- Minimum of 21 years and maximum of 45 years as on date of interview with relaxation as per rules.

Emoluments:

- Rs. 30,000/- per month consolidated as per the ICAR OM No. Agril.Edn.01(12)/2023-A&P(e-251411) dated 07.12.2023. No House Rent Allowance (HRA) will be paid.

Terms and conditions:-

1. The above position is purely on a contractual basis, time-bound and non – regular. Initial engagement of Young Professional will be for one year which is extendable for two more years (01 year at a time) subject to requirement of the services of the YP and satisfactory performance of the candidate after evaluation. Thus maximum duration of engagement of YP in the ICAR is three years (1+1+1). The engagement will not constitute a regular job or appointment of any nature in the ICAR.

2. The interview will be held only if at least five shortlisted applicants appear for the interview. If the number of candidates reporting on the scheduled interview date exceeds twenty (20), a written test may be conducted as part of the selection process. Based on the performance in the written test, shortlisted candidates will be called for the interview on the same day/ or as per the instructions to be informed.

3. No TA/DA or stay will be provided for appearing in the Walk in Interview/ written test. After selection, candidates have to make their own arrangements for accommodation to stay at the place of work.

4. Candidates are requested to carry all original relevant documents/caste certificates/ experience certificates if applicable along with a set of attested Xerox copies, photograph and duly filled in application form on the date of interview. They may attend the interview only if they fulfil the essential qualifications. NOC from the previous employer should be produced if still working.

5. The engagement of YP-I shall be regulated as per the Guidelines for hiring of technical manpower on short term basis in ICAR issued vide OM No. Agril.Edn.1-06/2020-A&P dated 04.12.2020 and other orders issued by ICAR from time to time.

6. **Candidates have to report by 9:30 A.M. on 08.12.2026/ 09.12.2026 for verification of certificates. Candidates reporting after 10:30 A.M. will not be entertained.**

7. The decision of the Director, IIOR, Hyderabad will be final and binding in all aspects.

Administrative Officer

FORMAT OF APPLICATION

ICAR-INDIAN INSTITUTE OF OILSEEDS RESEARCH
RAJENDRANAGAR, HYDERABAD-500030, TELANGANA

Affix Photograph

APPLICATION FOR THE POST OF: Young Professional –I (Section: _____).

1.	Name in full (In Block letters)	
2.	Father's/Husband's Name (Tick please)	
3.	Nationality	
4.	Date of Birth and Age (as on closing date for submission of application)	
5.	Sex (Male/Female/Transgender)	
6.	Marital Status	
7.	Communication Address with PIN Code	
8.	Permanent Address	
9.	Mobile Number	
10.	E-mail ID	
11.	Whether belongs to SC/ST/OBC/PH/Ex-Serviceman (If yes, state name of Caste & Enclose caste certificate	
12.	Educational Qualifications	

Sl. No.	Qualification Name	University/ Board	Year of passing	Grade/Division & % of marks in aggregate	Subjects

13. Details of Experience, if any (Particulars of all previous and present employment)

S. No.	Organization	Post held	Period		Duration (in Years and Months)	Pay	Nature of duties performed
			From	To			

(PTO)

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14. Any other relevant information:

I hereby declare that all the particulars furnished above are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being detected at any time before or after interview/selection, my candidature is liable to be rejected. I shall be bound by the decision of the Director, ICAR-IIOR, Hyderabad.

Signature of the Candidate

Date: