



**भाकृअनुप – भारतीय चावल अनुसंधान संस्थान**  
**ICAR – INDIAN INSTITUTE OF RICE RESEARCH**  
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F.No.2-37/SCSP/2025 (e.no.252355) / 227

Date: 09.06.2025

**NOTIFICATION**

Walk – in Interview for selection for **Young Professional – I (02 positions)** for Administration section under “**IIRR - SCSP**” scheme/project will be held on **16<sup>th</sup> June, 2025 at 11.30 AM.**

S.No.	Name of the position	Consolidated pay	Qualifications
01.	<b>Young Professional – I (01 position)</b>  (Stores section)	<b>Rs. 30,000/- p.m.</b>	<b><u>Essential Qualification:</u></b> Any graduate from a recognised university, preferably B.Tech in CSE branch. <b><u>Desirable Qualifications:</u></b> <ul style="list-style-type: none"> <li>• Possesses Computer knowledge &amp; Proficiency in Computer applications with typing speed of 30 wpm.</li> <li>• Possessing min. 3 years in relevant field</li> <li>• Practical knowledge in PFMS bills of Estate section, e-Office, etc.</li> <li>• Processing of Committee proceedings, Sanction orders, work orders, etc.</li> <li>• Maintaining of FVC bills, MIS/FMS, arranging for payments &amp; reimbursements etc.</li> </ul>
01.	<b>Young Professional – I (01 position)</b>  (Bills section)	<b>Rs. 30,000/- p.m.</b>	<b><u>Essential Qualification:</u></b> Any graduate from a recognised university. <b><u>Desirable Qualifications:</u></b> <ul style="list-style-type: none"> <li>• Possesses Computer knowledge &amp; Proficiency in Computer applications with typing speed of 30 wpm.</li> <li>• Possessing min. 3 years in relevant field</li> <li>• Practical knowledge in PFMS, e-Office, TA Bills, Centre releases, periodical payments, Payments /Billing including GST payments / Invoices, Imprest &amp; reimbursement, etc.</li> </ul>

Eligible candidates may attend the walk-in interview and have to bring the Application form, self- attested copies along with the original certificates of educational qualifications, experience certificates, additional qualifications (if any), Aadhaar card, etc.

Original documents will be verified at the time of appointment or at some later stage. If any candidate is found to have submitted false claims at later stage, their candidature will be summarily rejected.

### **Terms & Conditions**

1. The above post is purely temporary initially for one year it may be extendable based on the performance and fund availability.
2. Original documents will be verified at the time of interview or at later stage.
3. Walk – in – interview of eligible candidates will be held.
4. The candidates will have to bring copy of filled-in application form duly signed as per the format annexed, along with the self-attested copies & original copies of documents of the qualifications and a recent photograph pasted onto the application.
5. The selected candidate will be required to produce all the original documents and medical certificate at the time of joining.
6. Only the eligible candidates would be interviewed.
7. Concealing of facts or canvassing in any form shall lead to disqualification or termination of such candidates.
8. Mobile Number and E-mail ID must be entered in the prescribed application form; therefore, the applicant must have a valid operative email and mobile number.
9. No Objection Certificate from the present employer is must, if the candidate is already working.
10. The decision of the Competent authority would be final and binding in all aspects.

  
(Shitanshu Kumar)  
Chief Administrative Officer

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