

No: A-43011/134/2021-Admin I (e19525)
Government of India
Ministry of Fisheries, Animal Husbandry and Dairying
Department of Fisheries
Krishi Bhawan, New Delhi-110001

Dated 30th June, 2025

CIRCULAR

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

The applications are hereby re-invited for engagement of one (01) Young Professional in the Admin-I Section (Establishment) of the Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying, purely on contractual basis from open market. The details regarding the scope of work, eligibility conditions, and other terms are as under:

1	Name of Position	Young Professional
2.	Number of Positions	1
3.	Method of Recruitment	Contract Basis through Advertisement through Open Market
4.	Age Limit	Below 35 years as on the date of publication of the 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 3 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	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	i. Service related matters of officials ii. Work related to International Cooperation like applying Political clearance, FVMS portal, FCRA clearance, iii. Other matters of Establishment section iv. Any other tasks as assigned by the Competent Authority from time-to-time.
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	(i) Minimum of 3 years' experience preferred in establishment



	Experience	section of any Government department/organisation. (ii) Young Professional should be proficient in MS Excel, MS Word and MS Powerpoint.
11.	Terms and Conditions	The terms of reference shall detail the output and function to be performed and will be issued separately.
12	Submission of Applications	Application as per prescribed Application Form (Annexure-A) should reach the undersigned by post or by email 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 admn-fishery@dof.gov.in), Ministry of Fisheries, Animal Husbandry and Dairying, Department of Fisheries, 1st Floor, Chandralok Building, 36 Janpath, New Delhi-110001. Application received after due date will not be considered.



(Krishan Pal)

Under Secretary to the Govt of India

Tel:- 011 23310374

Email: admn-fishery@dof.gov.in

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.

Proforma for inviting application

1.	Name	
2.	D.O.B	
2.	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