

Interview for the post of Young Professional - I

An in-person Interview is scheduled for the recruitment of Young Professional-I for ICAR-Central Marine Fisheries Research Institute. The eligible candidates are advised to send their bio-data and scanned copies of the original supporting documents to **ffdnews24@gmail.com** on or before 10.09.2026. The eligible, shortlisted candidates will be informed by e-mail and only those who receive communication may appear for an in-person interview on the specified date and time. This recruitment is purely on temporary basis for a period of one year. The details of eligibility conditions and other information are given below:

Name and number of the post	Young Professional-I (One post)
Essential qualifications	B.Com./BBA, from a recognized university, with a minimum of 60% marks
Work Experience	• Minimum 1 year of experience in a secretarial or administrative roles in ICAR/Central Govt. institutes/projects. • Minimum 1 year of experience in data entry and processing of fisheries data.
Skills (Desirable)	• Excellent written and verbal communication • Good command of English (knowledge of additional languages is an advantage) • Proficiency in MS Office (Word, Excel, PowerPoint, Access, Outlook) • Record keeping and document management • Calendar and meeting scheduling • File management and office correspondence • Telephone and email etiquette • Ability to maintain confidentiality • Strong organizational and time-management skills • Ability to multitask and work under pressure • Willingness and ability to undertake field visits as required
Nature and duration of the post	Purely on contract basis for a period of one year from the date of joining and renewable each year as per ICAR guidelines. Co-terminus with project.
Age	21 – 45 years with relaxations as per rules/norms in force
Emoluments	Rs. 30,000/- (Consolidated, monthly)
Place of work	ICAR-Central Marine Fisheries Research Institute, Kochi-18

Terms and Conditions:

1. Scanned copies of original certificates of Degree & Postgraduation must be submitted along with the application form to the e-mail id **ffdnews24@gmail.com** on or before 10.09.2026. The applicants cannot appear for the interview without these certificates. Original certificates (at least provisional) will have to be produced for verification of same before joining.

2. Concealing of facts or canvassing in any form shall lead to disqualification or termination.
3. The competent authority has the right to terminate without assigning any reason at any time.
4. No TA/DA will be paid for appearing for the interview.
5. If any of his/her near or distant relative is an employee of the ICAR-CMFRI, the candidate intending to attend the interview has to declare his/her name, designation, nature of duties, relationship in writing as detailed in ANNEXURE-II, and communicate to the undersigned by post or through e-mail at **ffdnews24@gmail.com** on or before **10.09.2026**.
6. All the candidates are compulsorily required to submit the duly signed declaration as detailed in ANNEXURE-I and ANNEXURE-II on or before **10.09.2026**
7. Candidates should produce the 'No Objection Certificate' from their present employer, if applicable.
9. Decision of Director, ICAR-CMFRI will be final and binding in all respects.
10. The selected candidates shall not claim any regular appointments at this institute as the above positions are purely contractual, non-regular and time bound

Principal Investigator
ICAR-Central Marine Fisheries Research Institute

Annexure-I

1. Name of the Applicant :
(In Block Letters)
2. Father/ Husband's Name :
3. Whether belongs to SC/ ST/ :
OBC/ General
4. Date of Birth (DD/MM/YYYY) :
5. Age as on 1 January, 2025:
6. Sex (Male / Female/Others) :
7. Present Address (with PIN code) :
8. E-mail ID and Contact Number :
9. Details of Educational Qualifications :
(In chronological order, starting from)

Paste a
passport size
photograph

Sl. No.	Exam/Class/ Degree/Diploma	Board/Institution/ University	Year of Passing	Subject	% Marks	Grade

10. Details of Working/ Professional Experience (if any):
(Particulars of all previous and present employment, list for which proof is available, enclose attested copies of experience certificate)

Sl. No.	Position Held	Employer	Period		Total Experience
			From	To	

11. Are you an employee elsewhere? (If Yes, provide the details and NOC from employer):

13. Professional achievements/ additional information (if any):

14. Are you having Near/ Distant Relative(s) working at ICAR/ CMFRI?

(If Yes, must declare it (Annexure-II) and communicate it before the interview date.

If communicated or declared on the date of interview, candidate will not be interviewed.

Candidates having No Near/ Distant Relative(s) working at ICAR/ CMFRI will also furnish a declaration in the format given in Annexure-II)

15. Self-declaration regarding truthfulness in application:

DECLARATION

I do hereby declare that all the statements made in this application 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/ incorrect/ incomplete or ineligibility being detected at any time before or after interview/ selection, my candidature/ appointment may be cancelled or is liable to be rejected without any notice.

Date

Signature.....

Place:

Name.....

Annexure-II

DECLARATION

(To be submitted in advance by candidates whose relative(s) is an employee of ICAR/CMFRI; other candidates should furnish it at the time of interview)

I , declare that none of my near or distant relative(s) is an employee of the Indian Council of Agricultural research (ICAR) / ICAR-Central Marine Fisheries Research Institute (CMFRI), Kochi, India. OR

I , declare that I am related to the following individual(s) employed in ICAR/ CMFRI, whose name(s), designation, nature of duties and relationship with me are furnished below:

Name:

Designation:

Institute/Organization:

Nature of duties:

In the event of the above-cited information is found to be incorrect or concealing any facts, my candidature to the interview/ selection to the post is liable to be cancelled.

Date

Signature.....

Place:

Name

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