



icmr
INDIAN COUNCIL OF
MEDICAL RESEARCH

NITHR
NATIONAL INSTITUTE FOR
TRIBAL HEALTH RESEARCH

आई सी एम आर – राष्ट्रीय जनजातीय स्वास्थ्य अनुसंधान संस्थान, जबलपुर
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार कल्याण मंत्रालय,
भारत सरकार
ICMR - National Institute for Tribal Health Research, Jabalpur
Department of Health Research,
Ministry of Health and Family Welfare, Government of India

No. ICMR-NITHR/Project Cell/ 407/2026

Date: - 1 JUL 2026

(VACANCY NOTIFICATION- Advt. No.- 01/2026-27)

The **ICMR- National Institute for Tribal Health Research, Jabalpur** intends to engage following **Young Professionals (YPs)**, purely on temporary contract basis for enhancing effective dissemination of work.

2. Applications are invited for the following positions listed below. More details about the posts are provided in **Table A**.

<u>S. No.</u>	<u>Position Title</u>	<u>No. of post</u>	<u>Consolidated Emoluments</u>	<u>Age limit</u>
1	Young Professional-II (Legal)	01	Rs. 42,000/-pm	Max.35 years
2	Young Professional-I (Admin)	02	Rs. 35,000/-pm	Max.30 years
3	Young Professional-I (Finance & Accounts)	01		

3. The Candidates who fulfills the requirements mentioned at Table A are invited to attend a walk-in interview from **10:00 AM on 17th July 2026** will be held at **ICMR- National Institute for Tribal Health Research, Nagpur Road, Dhanvantri Nagar, Garha, Jabalpur, Madhya Pradesh 482003, India**.
4. Candidates are advised to arrive on time with filled in application form (Format copy attached) with original documents for verification and ensure they meet the essential eligibility criteria. Only those fulfilling the required eligibility criteria – pertaining to qualifications, age, experience, etc. – and after verification of original documents by ICMR-NITHR will be eligible to participate in the interview.
5. The scheme for engagement of the Young Professionals will be in Accordance with the ICMR guidelines for Engagement of Young Professionals (YP)-II & (YP-I), circulated vide O.M. No.16/84/2023-Admn./e-171470 dated 08/05/2026 and terms and conditions thereon will be as per said OM.
6. **General Terms and conditions:**
- The positions are meant for temporary contractual basis.
 - Age relaxation will be as per rule & Cut-off date for the age limit will be date of walk in interview.
- iii. **Period of Engagement:** -
The initial term of engagement of Young Professionals (YP)-II & (YP-I) will be for one year which is extendable for two more years (01 years at a time) subject to requirement

of the services of the YP in the institute and satisfactory performance of the candidate after evaluation by Director, ICMR-NITHR. Thus, maximum duration of engagement of YP in the ICMR-NITHR shall be Three year (1+1+1) in any case.

- iv. Relevant documents of educational qualification/specialization/experience as claimed must be attached with application form at time of walk in interview.
 - v. No TA/DA will be paid to attend examination/interviews; candidates have to arrange transport/accommodation themselves.
 - vi. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
 - vii. The persons engaged on Human Resource Positions shall not have any claim on a regular post in ICMR-NITHR or in any of its Institutes /Centers or in any Department of Government of India and their project term with breaks or without breaks in any or multiple projects will not confer any right for further assignment or transfer to any other project or appointment/absorption/regularization of service in funding agency or in ICMR. Benefits of Provident Fund, Pension Scheme, Leave Travel Concession, Medical claim, Staff Quarters and other facilities applicable to the regular staff of ICMR etc. are not admissible to the project human resource positions.
 - viii. The Director, ICMR-NITHR reserves the right to consider or reject any application/candidature at any stage, terminate the Young Professional position during the agreed or extended contract period without assigning any reason, cancel or modify the recruitment process at any time at its discretion, and prepare a panel of waitlisted candidates, which shall remain valid for one year.
 - ix. Canvassing and bringing outside influence in any form for interview or employment will be treated as disqualification and the candidate will be debarred from selection process
 - x. Candidates already in regular service under any Central/State Govt./Autonomous/Dept/PSU are not eligible to apply for this position.
7. Corrigendum/addendum/further information; if any; in respect of this advertisement, will be published on our website only. Hence, the candidates are advised to see the ICMR-NITHR official website (<https://nirth.res.in/>) regularly for further updates related to this advertisement. No separate notification shall be issued in the press.

Table-A

1) Young Professionals (YP) – II (Legal)	
Name of Position	Young Professionals (YP) – II (Legal)
Number of position(s)	01
Age limit	Less than 35years of age as on the date of the walk-in interview.
Remuneration	Rs. 42,000/- per month; No House Rent Allowance (HRA) will be paid
Essential qualification	• Law graduate from a University / Institution recognized by UGC, enrolled as an advocate with Bar Council of State in which he/ she is practicing and 3 years' experience in dealing with Civil/Service/Labor Arbitration cases and exposure to drafting of Agreement /MoUs/ Deeds etc. after enrolment. While considering the application for YPs the ranking of Institution provided under established framework shall be the deciding factor.

Desirable qualification	• Experience in drafting of Agreement/MoUs/deed, legal advisory, and computer skills (MS Word/Excel/ Power Point)
Roles & Responsibilities	• Providing legal advice in administrative, judicial and disciplinary matters.. • Attend court hearings and arbitrations at Delhi and or/if required at other cities of the country. • To provide legal advice in various establishment matters drafting/ settling of counter reply, speaking order, MOU, Agreement, Tender document etc., and also knowledge of service matters, pertaining to GOI. • Regular monitoring and follow up of specific legal issues entrusted to the consultant. • Analyze Legal issues and recommend course of action in the legal issues assigned to them. • To provide legal advice and opinion on taxation laws and related matters, including direct and indirect taxes, statutory compliances, tax disputes, assessments, appeals, and interpretation of tax-related provisions applicable to ICMR Hqrs. and its Institutes/Centres. • Perform other duties as assigned.
2) Young Professionals (YP) – I (Admin)	
Name of Position	Young Professionals (YP) – I (Admin)
Number of position(s)	02
Age limit	Less than 30 years of age as on the date of the walk-in interview.
Remuneration	Rs. 35,000/- per month; No House Rent Allowance (HRA) will be paid
Essential qualification	• Graduate in any discipline with minimum 55 % marks, from a recognized University/College. (With minimum one year of post qualification experience in relevant field).
Desirable qualification	• Post-qualification experience in Administration at government organizations. • Strong writing skills in Hindi and English. • Experience in policy and communications, particularly in the health or research sector. • Knowledge in IT applications, virtual meeting platforms, and computer, including MS Word, Excel, PowerPoint. Note: Experience of internship/training will not be accounted for
Role & Responsibility	• To assist in coordination and implementation of Division related research and program activities. • To assist the office administration and other office related work for the project management and implementation. • To manage the project fund, sanction and release amount to support research work, project related queries and other administrative work • Knowledge of virtual meeting platforms, Audit administration and Accounts/F&A and computer skills (MS Word/Excel/PowerPoint etc.) will be an added advantage.

3) Young Professionals (YP) – I (Finance & Accounts)	
Name of Position	Young Professionals (YP) – I (Finance & Accounts)
Number of position(s)	01
Age limit	Less than 30 years of age as on the date of the walk-in interview.
Remuneration	Rs. 35,000/- per month; No House Rent Allowance (HRA) will be paid
Essential qualification	• B. Com/ BBA (With minimum 55 % marks) from a recognized University/College. (With minimum one year of post qualification experience in relevant field).
Desirable qualification	• As mentioned in scope of work along with computer skills (MS Word/ Excel/ Power Point/Tally)
Role & Responsibility	• Assist in the preparation of the institute's annual budget, financial statements, and expenditure reports • Monitor fund utilization and ensure compliance with allocated budgets. • Support financial forecasting and assist in fund requisition planning. • Maintain financial records and accounts as per government accounting standards. • Process bills, invoices, and payment approvals in compliance with General Financial Rules (GFR). • Handle payroll processing, including salary disbursement, allowances, and deductions. • Ensure proper utilization of government grants and research funds. • Assist in Public Financial Management System (PFMS) operations for fund tracking. • Ensure compliance with audit requirements, taxation laws (TDS, GST), and statutory regulations. • Assist in financial planning for research projects, including fund allocation and monitoring. • Maintain records for extramural and intramural research grants. • Prepare financial reports and utilization certificates for sponsored projects. • Knowledge of handling Cashbook/Ledger, Bank Reconciliation etc. • Process Invoice, Claims and ensure reimbursements in timely manner, etc.