



# भा. कृ. अनु. प. - केन्द्रीय कृषिरत महिला संस्थान, भुवनेश्वर

ICAR - CENTRAL INSTITUTE FOR WOMEN IN AGRICULTURE

(भारतीय कृषि अनुसंधान परिषद) (Indian Council of Agricultural Research)

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F. No. II-16013/01/22-Admn.

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## ADVERTISEMENT

The ICAR - Central Institute for Women in Agriculture (CIWA), Bhubaneswar, Odisha invites applications **through online mode** for engagement of **Young Professional - II (5 nos.) & Young Professional - I (2 nos.)**, purely on contractual basis at ICAR-CIWA, Bhubaneswar, as per details given below :

Sl. No.	Name of the Position	No. of positions	Emoluments	Qualification	Name of the Project/ Funding Source	Nature of duties
1.	Young Professional - II  <b>(Post Code : YP-2/AICRP-WIA-1 (Y2-AICRP-HS)</b>	01 (One)	₹ 35, 000/- per month consolidated	<p><b>Essential:</b> M.Sc.(Home Science/ Community Science) in Food &amp; Nutrition/ Extension/ Family Resource Management/ M.Sc.in Agril. Extension/ Ag. Economics/ Horticulture with minimum of 60% marks from recognized university.</p> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Working Experience in Agricultural Research Projects.</li> <li>• Knowledge of IT applications, virtual meeting platforms and computer skills (MS Word, Excel, Power Point etc).</li> </ul>	AICRP on Women in Agriculture.	To assist in all the activities of AICRP on Women in Agriculture.
2.	Young Professional - II  <b>(Post Code : YP-2/AICRP-WIA-2 (Y2-AICRP-IT)</b>	01 (One)	₹ 35, 000/- per month consolidated	<p><b>Essential:</b> Graduate with at least 60% marks in Computer Application/ Information Technology/ Computer Science/ Artificial Intelligence/ Operating Systems/ Software Engineering/ Computer Graphics with one-year experience in the relevant field. (OR) Masters in Computer Application/ Information Technology/ Computer Science/ Artificial Intelligence/ Operating Systems/ Software Engineering/ Computer Graphics.</p> <p><b>Desirable:</b> Experience in Web designing, DBMS, Photoshop, Corel Draw, Editing audio and video.</p>	AICRP on Women in Agriculture.	To assist in data collection and compilation from primary/ secondary sources, preparing reports, DBMS, web designing, online uploading and management of meta.

3.	Young Professional - II  <b>(Post Code : YP-2/ANIMAL_HUSBANDRY (Y2-VET)</b>	01 (One)	₹ 35, 000/- per month consolidated	<p><b>Essential:</b> Graduate degree holders in Veterinary Science (B. V. Sc &amp; A.H) with minimum of 60% marks from recognized university.</p> <p><b>Desirable:</b> M.V.Sc &amp; A.H (any discipline of Veterinary science). Working Experience in Agriculture and allied Research Projects. Knowledge of IT applications, virtual meeting platforms and computer skills (MS Word, Excel, Power Point etc) related to project will be preferred</p>	Gender mainstreaming through Govt. schemes in animal husbandry sector for empowering farm women & Development of women entrepreneurship in Livestock and fisheries sector for promoting gender equity and strengthening livelihood.	Research, extension works i.e Data recording in animal husbandry schemes, activities (feeding, breeding, management, animal/birds treatment, vaccination etc.) in Goat farm and Poultry farm, fodder production. Field activities & extension works in project works, assisting in works related to RAC, Swachha Bharat Abhiyan and reporting etc.
4.	Young Professional - II  <b>(Post Code : YP-2/NUTRI SMART VILLAGES (Y2-NUTRI)</b>	01 (One)	₹ 35, 000/- per month consolidated	<p><b>Essential:</b> Post degree in Agriculture and allied sciences.</p> <p><b>Desirable:</b> Experience in IT applications, virtual meeting platform and computer skills (MS Word , Excel, Power Point, Tally, Statistical analysis and field data collection.</p>	Development of Nutri Smart Villages for food security and dietary diversity for combating malnutrition	Day today data entry, analysis, documentation. Field visits and report writing etc.
5.	Young Professional - II  <b>(Post Code : YP-2/HRD_CELL (Y2-HRD)</b>	01 (One)	₹ 35, 000/- per month consolidated	<p><b>Essential:</b> • Masters' degree in Agriculture Science / Biology/ plant science from a recognized university/ Institute.</p> <p><b>Desirable:</b> • Experience of conducting training programmes in reputed organisations. • Any Degree or Diploma in HRD. • Working knowledge of Computer</p>	HRD cell	<ul style="list-style-type: none"> <li>• To facilitate effective implementation of training programme for Human Resource Development of the staffs under the guidance of Nodal Officer (HRD) of the Institute.</li> <li>• Training &amp; capacity building under HRM policy of ICAR.</li> <li>• Any other Technical work assigned by the Incharge/ Competent Authority.</li> </ul>
6.	Young Professional - I  <b>(Post Code : YP-1/PMECell / Audit &amp; Accounts (Y1-PME)</b>	01 (One)	₹ 25, 000/- per month consolidated	<p><b>Essential:</b> Graduate from a recognized university / college.</p> <p><b>Desirable:</b> Having working knowledge in MS Office (word, excel, power point etc.), Internet usage, Good typing skill. Preference will be given to candidates having working experience in ICAR/CSIR like Institutions.</p>	PME Cell / Audit & Accounts Section (Institute)	Data entry, updation etc. of PME Cell as well as in Finance section as and when required.
7.	Young Professional - I  <b>(Post Code : YP-1/Administrative (Y2-ADM)</b>	01 (One)	₹ 25, 000/- per month consolidated	<p><b>Essential:</b> B.Com/ BBA/ BBS (With minimum 60% marks) from a recognized University/ College. (With minimum 1 year experience in relevant field).</p> <p><b>Desirable:</b> Knowledge of IT applications, virtual meeting platforms and computer skills (MS Word, Excel, PowerPoint, Tally etc.)</p>	Administrative Section (Institute)	Assistance to Establishment, Stores & Purchase, General Administration, Bill & Cash section and any other work as assigned by AAO/ AO/ HOA.

Interested candidates may visit institute website: <http://www.icar-ciwa.org.in> for filling the details and submit his/her application (ONLINE) by 19.12.2022. For detailed instructions regarding how to apply, please see Annexure-II.

1. The original certificates and proof of age and caste to be produced at the time of Interview/Joining.
2. The selected candidate may also be required to travel, as per requirement of the work.
3. No TA/DA will be paid for attending the interview.
4. No interim enquiries will be entertained. Canvassing in any form will render the candidate disqualified for the position.
5. The above engagements are purely temporary and will stand terminated automatically after completion of period indicated in the selection offer, or otherwise intimated subsequently subject to willingness of the candidate.
6. The candidate will not have any right for absorption in ICAR-CIWA/ICAR.
7. The selected candidate may have to join immediately.
8. The Director, ICAR-CIWA reserves the right to cancel the recruitment process.
9. The decision of the Director, ICAR-CIWA will be final and binding in all respects.
10. The details of short listed candidates will be placed on Institute website and communication for attending interview either personally at ICAR-CIWA, Bhubaneswar or through video conferring will be sent to them through email in advance.
11. **Duration of engagement : Initially up to 31.03.2023 or Co-terminus with the project, whichever is earlier (Extendable basis, but not for more than three years).**

**Administrative Officer (in-charge)**

**Evaluation criteria for short listing and final selection of the candidates****1. Eligibility Criteria :**

**a. Nationality:** The candidate must be a citizen of India.  
**b. Age Limit:** The lower age and Upper age limit will be 21 and 45 years respectively with relaxation to SC/ST/OBC & Divyang as per rules.

**2. Evaluation Method :**

Scorecard for the selection of YP-I & II at ICAR-CIWA, Bhubaneswar							
Criteria	Educational Qualification				Desirable Qualifications	Personal Interview	Total
Total marks	40 Marks				20 Marks	<b>40 Marks</b>	<b>100 Marks</b>
Breakup	10 <sup>th</sup> (Secondary)	12 <sup>th</sup> (10+2) Higher secondary	Graduation (Bachelors)	Post Graduation	Research / Work Experience		
	(I)	(II)	(III)	(IV)	(V)		
Maximum marks	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>20</b>		

**2.1. Essential Educational (Academic) Qualification : 40 marks**

For essential educational qualifications, based on Percentage Marks/ OGPA / Grade obtained, in 10<sup>th</sup>, 10+2, Graduation and Post-Graduation the marks will be awarded as follows:

Marks or OGPA or Grade obtained	Marks to be awarded
Marks >90 and up to 100% or OGPA >9.0 and up to 10.0 or Grade-A1	Ten (10)
Marks >80 and up to 90% or OGPA >8.0 and up to 9.0 or Grade-A2	Nine (9)
Marks >70 and up to 80% or OGPA >7.0 and up to 8.0 or Grade-B1	Eight (8)
Marks >60 and up to 70% or OGPA >6.0 and up to 7.0 or Grade-B2	Seven (7)
Marks >50 and up to 60% or OGPA >5.0 and up to 6.0 or Grade-C1	Six (6)
Marks >40 and up to 50% or OGPA >4.0 and up to 5.0 or Grade-C2	Five (5)
Marks from 30 and up to 40% or OGPA from 3.0 and up to 4.0 or Grade-D1	Four (4)
Marks <30% or OGPA (<3.0) or Grade- D2	Zero (0)

**2.2. Desirable Qualifications / Research / Work Experience : 20 marks**

Duration of Experience	Marksto be awarded
Any duration less than 6 months	Zero (0)
For six months experience	Three (3)
> 0.5 to 1.0 year	Six (6)
>1.0 to 1.5 year	Nine (9)
>1.5 to 2.0 year	Twelve (12)
>2.0 to 2.5 year	Fifteen (15)
>2.5 to 3.0 year	Eighteen (18)
>3.0 year	Twenty (20)

**3. Personal Interview : 40 marks**

**Note:**

1. Only 10 numbers of candidates who stand sufficiently high in merit on the basis of aggregate marks obtained in respect of essential educational and / or desirable qualifications criteria as mentioned under Column I to V of the Score card table given under para 2 above. For shortlisting the candidates for calling to attend the interview, a merit list of all candidates fulfilling the eligibility criteria i.e. Essential Qualification, Desirable Qualification, Nationality, Age Limit as mentioned will be prepared and top 10 numbers of candidates in the merit list will be shortlisted. If any or few or all of the first 10 numbers of shortlisted candidates express his / her unwillingness / disinterest to attend the interview, the candidates in required number positioned at Sl. No. 11 onwards in the said merit list may be given opportunity to attend the interview.
2. Final selection will be on the basis of candidate's performance in the shortlisting and interview taken together in order of merit.

**Tie-Breaking Principles :**

**A. For shortlisting the candidates for interview:**

- a) In a case where the total marks obtained in r/o column No. I to V are equal, the candidate senior in age will be ranked higher.
- b) Further, if the candidates are of same age, the candidate securing more total marks in r/o column No. V will be ranked higher.

**B. For final selection of the candidates:**

- a) In a case of the overall equal marks, the candidate senior in age will be ranked higher.
- b) Further, if the candidates are of same age, the candidate who has obtained higher marks in r/o column No. V while short listing the candidates, will be ranked higher.

**INSTRUCTIONS FOR APPLYING (ONLINE)**

The following steps are to be followed for applying online and submitting supporting documents:

1. The applicant will visit institute website <http://www.icar-ciwa.org.in> and visit the “Announcements” tab for finding the link for submission of the applications.
2. In the said online form, candidates need to fill all the column with accurate information and submit the same.
3. After doing the needful as Sl. No. 2 above, the applicant will have to scan the following documents in given order in a single “pdf” format file:
  - a. Duly filled in Google Form.
  - b. Matriculation Certificate & Mark Sheet.
  - c. Intermediate Mark Sheet.
  - d. Graduation Mark Sheet.
  - e. Post Graduation Certificate and Mark Sheet.
  - f. Caste/ Category certificate in case of SC/ ST/ OBC & Divyang applicants.
  - g. Copies of Research / Work Experience proof, if any.
  - h. Any valid Photo Identity proof document (Aadhaar Card/ Voter Id/ Pan Card/ Driving Licence, etc. issued by any government agency). Aadhar Card will be preferred.
  - i. Any other relevant document as desired by the applicant.

Note : all the above said documents as indicated above may be scanned preferably in multicolour in a single pdf file and the file may be saved with a file name in the given format i.e., <FIRSTNAME>\_<LASTNAME>\_YP.pdf

4. After doing the needful as Sl. No. 2 & 3 above, the said pdf document may be sent through email on the **email id : “ciwaestt@gmail.com”** well before closing time for submission of application.
5. The submission of online forms and sending the pdf document to given email address both are mandatory. Failing in any one of the two will result in rejection of application/ candidature.
6. Applicants are required to check the institute website from time to time for any updated information.