



No. NIIRNCD/C-YP/2025 (E-128114)

Date:13.01.2026

VACANCY NOTIFICATION FOR ENGAGEMENT OF CONSULTANTS

ICMR - National Institute of Implementation Research on Non-Communicable Diseases (formerly Desert Medicine Research Centre), Jodhpur is a permanent research Institute under the aegis of Indian Council of Medical Research, Department of Health Research, Ministry of Health & Family Welfare, Govt. of India. ICMR-NIIRNCD intends to engage following **Consultants**, purely on temporary contract basis for enhancing effective dissemination of the council's research output, outcome and impact.

Post No.	Details	Information / Requirements etc.,
1.	Name of the Position	Consultant (Scientist-Medical)
	No. of vacancies	01 Position
	Period of Engagement	<ul style="list-style-type: none"> Full time contract basis Initially for a period of one year (May be extended as per the requirement).
	Essential Qualifications	Professionals having proven competency and success in their area of specialization, with at least 10 years of post-qualification experience, and possessing minimum MBBS / BDS / BVSc or equivalent degree in relevant subject.
	Desirable	<ul style="list-style-type: none"> Certification in Public Health / working experience in Institutes of National Importance (INIs) / handling research projects by National/International agencies as PI/Co-PI. Publications in high-impact journals. Knowledge of virtual meeting platforms and computer skills (MS Word, Excel, PowerPoint, etc.) will be an added advantage.
	Notes	<ul style="list-style-type: none"> PhD will be considered as 4 years' experience, irrespective of duration. MD/MS or equivalent will be considered as 3 years' experience. MVSc will be considered as 2 years' experience. MPH will not be counted as experience.
	Age Limit	Minimum 40 years and maximum of 70 years
	Emoluments	Between ₹1,00,000 - ₹1,80,000/- per month (Consolidated) – This will be decided by the Selection Committee on the basis of Educational Qualification, Experience and performance in the interview. For retired Government employees, the remuneration will be fixed in accordance with the Ministry of Finance, Department of Expenditure OM No. 3-25/2020-E.IIIA dated 09 Dec 2020 as amended from time to time.
	Last date to receive applications	23.01.2026, up to 05:30 PM
Post No.	Details	Information / Requirements etc.,
2.	Name of the Position	Consultant (Accounts)
	No. of vacancies	01 Position

(Signature)

Essential Qualifications & Experience	Professionals having at least 10 years of experience in Administration / Finance & Accounts, Audit, Legal in Govt. Dept / PSU / Autonomous Bodies., and should possess Post Graduate degree in relevant subject viz. , Commerce / Management / Law / Public Administration / Finance & Accounts / CA / ICWAI / Commerce / Economics, etc.
Desirable	<ul style="list-style-type: none"> • Knowledge of MS Office, MS Word, MS Power Point and MS Excel. • Computer typing in Hindi & English • Knowledge of Rules and Regulations of a Central Government Organization. • Knowledge of GFR, Govt. Pay and Pension Fixation rules, Govt. Procurement Rules, Budget & Annual Accounts, Finance, RBI, Pension. • Good command over the Hindi & English language.
Nature of Duties	<ul style="list-style-type: none"> • Undertaking the work of Internal Audit of the Institute. • Assisting in Internal Audit, Statutory Audit, and CAG Audit as and when conducted. • Handling all audit-related matters, including conduct of internal / concurrent audit, furnishing replies to audit reports/paras, and ensuring timely compliance. • Preparation of Budget Estimates and Revised Estimates of the Institute. • Preparation of Monthly, Quarterly, and Annual Accounts, along with all schedules and supporting reports. • Preparation of Project-wise Annual Accounts. • Preparation of Expenditure (SoE) and Utilization Certificates (UCs) for all projects and the Institute. • Verification of pay fixation on appointment/promotion, and verification / revision of pension and retirement benefits. • Assisting in all taxation-related matters (Income Tax, TDS, GST), including compliance with statutory requirements related to maintenance and presentation of accounts. • Checking of advance and adjustment vouchers, contingency bills, and payment bills. • Managing all banking-related activities, including verification of monthly Bank Reconciliation Statements (BRS) and monitoring monthly expenditure against the allocated budget. • Scrutiny of files related to procurement, TA/DA, LTC, and other financial matters. • Liaising with Chartered Accountants and other agencies/authorities, and attending meetings outside the Institute as required. • Performing any other work assigned by the Competent Authority from time to time.
Age Limit	Minimum 40 years and maximum of 70 years
Emoluments	<p>Between ₹1,00,000 - ₹1,80,000/- per month (Consolidated) – This will be decided by the Selection Committee on the basis of Educational Qualification, Experience and performance in the interview.</p> <p>For retired Government employees, the remuneration will be fixed in accordance with the Ministry of Finance, Department of Expenditure OM No. 3-25/2020-E.IIIA dated 09 Dec 2020 as amended from time to time.</p>
Last date to receive applications	23.01.2026, up to 05:30 PM

3.	Name of the Position	Consultant (Administration)
	No. of vacancies	01 Position
	Essential Qualifications	Professionals having at least 10 years of experience in Administration / Finance & Accounts, Audit, Legal in Govt. Dept / PSU / Autonomous Bodies., and should possess Post Graduate degree in relevant subject viz. , Arts / Management / Law / Public Administration / Finance & Accounts / CA / ICWAI / Commerce / Economics, etc. OR Retired Govt. employees with Bachelor degree in any discipline and in the Pay Level -7 and above with 10 years of experience in the field of Management / Law / Public Administration / Finance & Accounts / CA / ICWAI / Commerce / Economics, etc.
	Desirable	<ul style="list-style-type: none"> • Knowledge of MS Office, MS Word, MS Power Point and MS Excel. • Computer typing in Hindi & English • Knowledge of Rules and Regulations of a Central Government Organization. • Knowledge of GFR, Govt. Pay and Pension Fixation rules, Govt. Procurement Rules, Budget & Annual Accounts, Finance, RBI, Pension. • Good command over the Hindi & English language.
	Age Limit	Minimum 40 years and maximum of 70 years
	Nature of Duties	<ul style="list-style-type: none"> • Sound knowledge of FR/SR, CCS Rules, Vigilance & Disciplinary matters, Recruitment, Reservation Roster, Promotion, ACP/MACP, Promotion, Pension, Pay Fixation, Court Cases etc. • Handling all audit-related matters, including conduct of internal / concurrent audit, furnishing replies to audit reports/paras, and ensuring timely compliance. • Scrutiny of files related to procurement, TA/DA, LTC, and other financial matters. • Liaising with Chartered Accountants and other agencies/authorities, and attending meetings outside the Institute as required. <p>Performing any other work assigned by the Competent Authority from time to time.</p>
	Emoluments	Between ₹1,00,000 - ₹1,80,000/- per month (Consolidated) – This will be decided by the Selection Committee on the basis of Educational Qualification, Experience and performance in the interview. For retired Government employees, the remuneration will be fixed in accordance with the Ministry of Finance, Department of Expenditure OM No. 3-25/2020-E.IIIA dated 09 Dec 2020 as amended from time to time.
	Last date to receive applications	23.01.2026, up to 05:30 PM

GENERAL TERMS AND CONDITIONS:

i. Procedure for Engagement of Consultants:

1. Application Form

Eligible candidates willing to apply for the above-mentioned positions may download the prescribed Application Form from the ICMR website: <https://www.icmr.nic.in> or from the Institute website: <https://niirncd.icmr.org.in>.

2. Submission of Applications

The duly completed application, affixed with a recent passport-size photograph and accompanied by self-attested copies of relevant documents including educational and professional qualifications, experience certificates, and publications (if any), must be submitted by **e-mail to: niirncdrecruitment@gmail.com.**

Note: Late submissions will not be considered.

सुनिश्चित

3. List of Eligible Candidates

The list of eligible candidates will be displayed on the Institute website. Eligible candidates will be required to attend the written test/interview as per the schedule mentioned in the call letters.

4. Selection Process

- If more than 30 candidates apply for each post, a Written Test will be conducted consisting of 50 Multiple Choice Questions (MCQs) (1 mark each) related to the duties of the position.
- The final selection will be based on the combined marks of the Written Test and Personal Interview.
- If fewer than 30 candidates apply, selection will be based on Personal Interview only.
- For retired personnel, only an interview shall be conducted (no written test).

5. Final Merit List

The final merit list will be prepared based on performance in the Written Test (if conducted) and Personal Interview.

ii. Working hour / day and Leave

- Working hours shall be from 9.00 am to 5.30 pm as regular employees of ICMR.
- Eligible for 1.5 days of paid leave absence for each completed month of service.

iii. Allowance

- Not entitled for any other perquisites like honorarium or allowances such as HRA, Dearness Allowance etc. during the contract period.
- Retired Government servant shall be entitled for Transport Allowance for the Purpose Of commuting between the residence and the place of work and TA/DA on official tour, if any as per their entitlement at the time of retirement.

iv. TA/DA

- TA/DA is admissible for undertaking domestic tour for official as per the ICMR guidelines.
- Retired staff: As per their entitlement at the time of retirement.

v. Incomplete application or applications not submitted in prescribed format or without photo and signature or without supportive documents is liable to be rejected. Date bar applications will not be considered.

vi. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.

vii. No TA/DA will be paid to attend examination/interviews; candidates have to arrange transport/accommodation themselves.

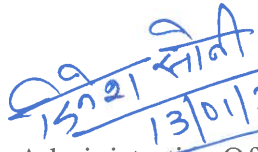
viii. The scheme for engagement of the Consultants will be in accordance with the ICMR Guidelines for Hiring Consultants circulated vide O.M. No. 16/84/2024-Admn./ e-171470, dated 26-11-2024 and terms and conditions thereon will be as per said OM.

ix. All applicable taxes as per government rules & regulation shall be deducted at source.

x. Engagement is purely on contractual and temporary basis and will not be regarded, for any purpose, as being either an "employee" or "official". Further, shall have no claim of further extension beyond contractual engagement or regularization of service in any case. The engagement can be terminated anytime without any prior notice and reason. However, in normal course, termination of contract may be done by giving not less than one month's notice on either side at any time without assigning any reason

xi. The selected candidate shall follow all the Institutional norms. Violation of the prescribed provisions will entail breach of the terms and conditions of contract and would attract penal provisions, including termination of contract.

- xii. The individual Consultant shall be solely responsible for taking out and for maintaining adequate insurance, required to meet any of his/her obligations under the contract, as well as for arranging, at his/her own expense, such as life, health and other forms of insurance, as the individual Consultant may consider appropriate, to cover the period during which they are engaged.
- xiii. The individual Consultant shall be expected to follow all the Guidelines of the Council/ Gol, which are in force from time to time. He/she will be expected to display utmost honesty, secrecy of office, sincerity while discharging his/her duties. In case service of any Consultant is not found satisfactory or found in conflict of interest of the Council / Gol, his/her engagement will be liable for discontinuation immediately, without assigning any reason thereof. An undertaking to this effect shall be signed by the Consultant, before joining.
- xiv. The Director, ICMR NIIRNCD, Jodhpur has right to cancel and not to proceed in the matter of engagement of consultant at any stage without assigning any reason.
- xv. Corrigendum / addendum/further information, if any, will be published on our website only. Hence, the candidates are advised to see the website www.nie.gov.in or www.icmr.gov.in regularly for further updates related to this advertisement.
- xvi. Any Addendum / Corrigendum in respect of the above vacancy(ies), notice shall be issued on websites: <https://main.icmr.nic.in> and <https://niirncd.icmr.org.in> only and no separate notification shall be issued in the press. Applicants are requested to regularly visit the websites to keep themselves updated.


13/01/2026
Sr. Administrative Officer
for Director



न्यू पाली रोड, जोधपुर, राजस्थान - 342005
New Pali Road, Jodhpur, Rajasthan-342005

Tel. : +91-291-27227403, Fax: +91-291-2720618

Email: director-niirncd@icmr.gov.in

Website: <https://niirncd.icmr.org.in>



संख्या: NIIRNCD/C-YP/2025 (E-225638)

दिनांक: 13.01.2026

सलाहकारों की नियुक्ति के लिए रिक्ति अधिसूचना

आईसीएमआर - नेशनल इंस्टिट्यूट ऑफ इम्प्लीमेंटेशन रिसर्च ऑन नॉन-कम्युनिकेबल डिजीज़ (पहले डेजर्ट मेडिसिन रिसर्च सेंटर), जोधपुर, इंडियन काउंसिल ऑफ मेडिकल रिसर्च, डिपार्टमेंट ऑफ हेल्थ रिसर्च, मिनिस्ट्री ऑफ हेल्थ एंड फैमिली वेलफेयर, गवर्नमेंट ऑफ इंडिया के तहत एक परमानेंट रिसर्च इंस्टिट्यूट है। आईसीएमआर-एनआईआईआरएनसीडी द्वारा परिणाम और प्रभाव के प्रभावी प्रसार को बढ़ाने के लिए पूरी तरह से अस्थायी अनुबंध के आधार पर निम्नलिखित सलाहकारों को नियुक्त करना है।

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डिप्टी सैनी

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		For retired Government employees, the remuneration will be fixed in accordance with the Ministry of Finance, Department of Expenditure OM No. 3-25/2020-E.IIIA dated 09 Dec 2020 as amended from time to time.
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प्रतिभा

सामान्य नियम और शर्तें:

i. सलाहकारों को नियुक्त करने की प्रक्रिया:

1. आवेदन पत्र

जो योग्य उम्मीदवार ऊपर बताई गई पोस्ट के लिए अप्लाई करना चाहते हैं, वे निर्धारित एप्लीकेशन फॉर्म **ICMR** की वेबसाइट: <https://www.icmr.nic.in> या इंस्टीट्यूट की वेबसाइट: <https://niirncd.icmr.org.in> से डाउनलोड कर सकते हैं।

2. आवेदन जमा करना

पूरी तरह से भरा हुआ एप्लीकेशन, जिस पर हाल की पासपोर्ट साइज की फोटो लगी हो और जिसके साथ एजुकेशनल और प्रोफेशनल क्वालिफिकेशन, अनुभव प्रमाण पत्र, और प्रकाशन (अगर कोई हो) सहित संबंधित डॉक्यूमेंट्स की सेल्फ-अटेस्टेड कॉपीज़ हों, ई-मेल करना होगा: niirncdrecruitment@gmail.com.

Note: देर से जमा किए गए आवेदनों पर विचार नहीं किया जाएगा।

3. योग्य उम्मीदवारों की सूची

योग्य उम्मीदवारों की लिस्ट इंस्टीट्यूट की वेबसाइट पर दिखाई जाएगी। योग्य उम्मीदवारों को कॉल लेटर में बताए गए शेड्यूल के अनुसार लिखित परीक्षा/इंटरव्यू में शामिल होना होगा।

4. चयन प्रक्रिया

- अगर हर पोस्ट के लिए 30 से ज्यादा उम्मीदवार अप्लाई करते हैं, तो एक लिखित परीक्षा होगी जिसमें 50 मल्टीपल चॉइस सवाल (MCQs) होंगे (हर सवाल 1 नंबर का) जो पद की ज़िम्मेदारियों से जुड़े होंगे।
- फाइनल सिलेक्शन लिखित परीक्षा और पर्सनल इंटरव्यू के मिले-जुले नंबरों के आधार पर होगा।
- अगर 30 से कम उम्मीदवार अप्लाई करते हैं, तो सिलेक्शन सिर्फ पर्सनल इंटरव्यू के आधार पर होगा।
- रिटायर्ड कर्मचारियों के लिए, सिर्फ इंटरव्यू होगा (कोई लिखित परीक्षा नहीं)।

5. अंतिम मेरिट सूची

फाइनल मेरिट लिस्ट लिखित परीक्षा (अगर हुई) और पर्सनल इंटरव्यू में परफॉर्मेंस के आधार पर तैयार की जाएगी।

ii. काम के घंटे/दिन और छुट्टी

- काम के घंटे **ICMR** के रेगुलर कर्मचारियों की तरह सुबह 9.00 बजे से शाम 5.30 बजे तक होंगे।
- हर पूरे महीने की सर्विस के लिए 1.5 दिन की पेड लीव मिलेगी।

iii. भत्ता

- कॉन्ट्रैक्ट की अवधि के दौरान मानदेय या **HRA**, महंगाई भत्ता आदि जैसे किसी अन्य भत्ते के हकदार नहीं होंगे।
- रिटायर्ड सरकारी कर्मचारी को निवास स्थान और काम की जगह के बीच आने-जाने के लिए ट्रांसपोर्ट अलाउंस और अगर कोई ऑफिशियल टूर होता है तो रिटायरमेंट के समय अपनी पात्रता के अनुसार **TA/DA** मिलेगा।

iv. टीए/डीए

- **ICMR** गाइडलाइंस के अनुसार, आधिकारिक काम से देश के अंदर यात्रा करने पर **TA/DA** मिलेगा।
- रिटायर्ड कर्मचारी: रिटायरमेंट के समय उनकी पात्रता के अनुसार।

v. अधूरे आवेदन या जो आवेदन तय फॉर्मेट में जमा नहीं किए गए हैं, या जिनमें फोटो और सिग्नेचर नहीं हैं, या जिनके साथ ज़रूरी डॉक्यूमेंट्स नहीं हैं, उन्हें रिजेक्ट किया जा सकता है। तय तारीख के बाद मिले आवेदनों पर विचार नहीं किया जाएगा।

vi. सिलेक्शन प्रोसेस के दौरान गलत या झूठी जानकारी देने पर किसी भी स्टेज पर कैंडिडेट का कैंडिडेट रद्द कर दिया जाएगा।

vii. परीक्षा/इंटरव्यू में शामिल होने के लिए कोई **TA/DA** नहीं दिया जाएगा; उम्मीदवारों को ट्रांसपोर्ट/रहने का इंतज़ाम खुद करना होगा।

viii. कंसल्टेंट्स को नियुक्त करने की योजना **ICMR** की कंसल्टेंट्स को हायर करने के लिए गाइडलाइंस के अनुसार होगी, जो **O.M.** नंबर **16/84/2024-Admn./ e-171470**, तारीख **26-11-2024** के तहत जारी की गई हैं, और इसके नियम और शर्तें भी उसी **OM** के अनुसार होंगी।

- ix. सरकारी नियमों और विनियमों के अनुसार सभी लागू टैक्स सोर्स पर ही काट लिए जाएंगे
- x. यह एंगेजमेंट पूरी तरह से कॉन्ट्रैक्ट और टेम्परी बेसिस पर है और इसे किसी भी मकसद के लिए "कर्मचारी" या "अधिकारी" नहीं माना जाएगा। इसके अलावा, किसी भी मामले में कॉन्ट्रैक्ट एंगेजमेंट के बाद आगे एक्सटेंशन या सर्विस को रेगुलर करने का कोई दावा नहीं होगा। एंगेजमेंट को बिना किसी पहले नोटिस और कारण के कभी भी खत्म किया जा सकता है। हालांकि, सामान्य तौर पर, कॉन्ट्रैक्ट को खत्म करने के लिए किसी भी तरफ से बिना कोई कारण बताए, किसी भी समय कम से कम एक महीने का नोटिस दिया जा सकता है।
- xi. चुने गए उम्मीदवार को सभी इंस्टीट्यूशनल नियमों का पालन करना होगा। तय नियमों का उल्लंघन करने पर कॉन्ट्रैक्ट के नियम और शर्तों का उल्लंघन माना जाएगा और इस पर दंडात्मक कार्रवाई होगी, जिसमें कॉन्ट्रैक्ट खत्म करना भी शामिल है।
- xii. व्यक्तिगत कंसल्टेंट कॉन्ट्रैक्ट के तहत अपनी किसी भी जिम्मेदारी को पूरा करने के लिए ज़रूरी पर्याप्त इश्योरेंस करवाने और उसे बनाए रखने के लिए पूरी तरह से जिम्मेदार होगा, साथ ही, अपने खर्च पर जीवन, स्वास्थ्य और अन्य तरह के इश्योरेंस की व्यवस्था करने के लिए भी जिम्मेदार होगा, जिसे व्यक्तिगत कंसल्टेंट उस अवधि को कवर करने के लिए सही समझेगा, जिस दौरान वे काम कर रहे हैं।
- xiii. व्यक्तिगत कंसल्टेंट से उम्मीद की जाएगी कि वह काउंसिल/भारत सरकार के सभी दिशानिर्देशों का पालन करे, जो समय-समय पर लागू होते हैं। उनसे उम्मीद की जाएगी कि वे अपने कर्तव्यों का पालन करते समय पूरी ईमानदारी, ऑफिस की गोपनीयता और निष्ठा बनाए रखें। यदि किसी कंसल्टेंट की सेवा संतोषजनक नहीं पाई जाती है या काउंसिल/भारत सरकार के हितों के खिलाफ पाई जाती है, तो उसकी सेवा बिना कोई कारण बताए तुरंत समाप्त कर दी जाएगी। इस संबंध में एक अंडरटेकिंग कंसल्टेंट द्वारा ज्वाइन करने से पहले साइन की जाएगी।
- xiv. ICMR NIIRNCD, जोधपुर के डायरेक्टर को बिना कोई कारण बताए, किसी भी स्टेज पर कंसल्टेंट की नियुक्ति के मामले को रद्द करने और आगे न बढ़ाने का अधिकार है।
- xv. अगर कोई सुधार/परिशिष्ट/और जानकारी होगी, तो उसे सिर्फ हमारी वेबसाइट पर पब्लिश किया जाएगा। इसलिए, उम्मीदवारों को सलाह दी जाती है कि इस विज्ञापन से जुड़े आगे के अपडेट के लिए रेगुलर रूप से वेबसाइट www.nie.gov.in या www.icmr.gov.in देखते रहें।
- xvi. ऊपर बताई गई वैकेंसी (वैकेंसीज़) के संबंध में कोई भी एडेंडम/कोरिगेंडम होने पर, नोटिस सिर्फ इन वेबसाइट्स पर जारी किया जाएगा: <https://main.icmr.nic.in> और <https://niirnncd.icmr.org.in> और प्रेस में कोई अलग से नोटिफिकेशन जारी नहीं किया जाएगा। आवेदकों से अनुरोध है कि वे खुद को अपडेट रखने के लिए नियमित रूप से वेबसाइट्स देखते रहें।

13/01/2026
वरिष्ठ प्रशासनिक अधिकारी
कृते निदेशक

