

भा. कृ. अनु. प. - राष्ट्रीय केला अनुसंधान केंद्र
ICAR – National Research Centre for Banana
तिरुचिरापल्ली तमिलनाडु Tiruchirappalli Tamil Nadu

F.No.9(124)/2026-Estt./

Date: 06.08.2026

Recruitment Notice No.15 / 2026

Name of the Post	:	Young Professional I
Title of the project	:	IT Cell
Number of Post	:	1 (One)
Fellowship (as per ICAR guidelines)	:	Rs. 30000/- per month (consolidated)
Essential Qualification	:	First class in B.Tech / B.E (Electronics & Communication Engineering / Computer Science & Engineering / Information Technology)
Desirable	:	• Minimum 2 or more years of experience in the relevant field • Having knowledge in compilation of various reports, create zoom link for meeting, recording of minutes of different kinds of meetings, etc.,
Nature of work	:	• To prepare Institutional reports, monthly progress summaries, presentation materials, executive briefs and technical documents. • To manage institutional databases and workflow using MS word, Excel and Power pint for digital record keeping and administrative monitoring. • To assist in scheduling meetings, recording minutes of important scientific and administrative meetings and monitoring follow-up actions for timely compliance.
Duration of the project	:	Up to 31.03.2027 (likely to be extended further)
Format of application and the certificates to be attached	:	APPLICATION in the prescribed format including CERTIFICATES in ONLY ONE PDF to be sent through mail.
Applications (only in pdf format) to be sent to	:	nrcbrecruitment@gmail.com
Last date for receipt of application through mail	:	21.08.2026

HARD COPY of applications will not be ENTERTAINED. After screening of applications, the shortlisted candidates will be informed of the date & mode of interview through email.

General Terms and conditions:

1. Age limit: Minimum age 21 years and Maximum age 45 years for Young Professional –
I. Age relaxation shall be applicable for the post as per rules.
2. The above position is purely on temporary basis and co-terminus with the project. There is no provision for re-employment after termination of project. The selected candidate will not have any right for claiming pay scale or absorption against any regular post being vacant on a later date at this institute.
3. Candidates who have passed the required qualifications **only be called for the interview.**
4. Candidates attending the Interview should neatly type the application in the format prescribed in MS-WORD – TIMES NEW ROMAN FONT – 12 SIZE and **submit the same along with attested copies of educational qualifications, experience and publications etc. through email.**
5. Candidates already working should produce necessary “No Objection Certificate” in case he / she is employed elsewhere.
6. For more details please contact: 0431- 2618125.

Digitally signed by
MURUGAN PERIYAMUTHU
Date: 06-08-2026
12:28:50

सहायक प्रशासनिक अधिकारी /
Assistant Administrative Officer

APPLICATION FORM

1. Name of the post applied for :
2. Name of the Project :
3. Recruitment Notice No. :
4. Last date for receipt of application :
5. Name of the candidate (in block letters) :
6. Father's / Husband's Name :
7. Sex : Male / Female
8. Date of Birth (in Christian Era) :
(please attach proof)
9. Age :
10. Marital status : Single / Married
11. Permanent address with contact
Phone / Mobile No. :

Affix recent
Passport size
Photograph

12. Correspondence address with contact
Phone / Mobile No. :

13. Educational Qualifications (Attested copies of certificates / mark sheets to be attached
(In chronological order starting from minimum qualification)

Name of the exam passed	Name of the board / university	Class / Division / Percentage	Year of passing	Subject taken

Title of Post Graduate thesis / dissertation:

14. Details of experience (Particulars of all previous and present employment) (Proof may be attached)

Name of the employer	Date of joining	Date of leaving	Nature of duties performed & Designation	Salary last drawn and scale of pay

15. Publications

S.No.	Type of Journal	Title & Publication details
1.	Referred J- International	
2.	Referred J- National	
3.	Popular articles	
4.	Books	
5.	Any others	

I hereby declare that all the statements given above are true, complete and correct to the best of my knowledge and belief. I also declare that (i) I have never been punished or debarred from Government (Central / State), Autonomous Organization and ICAR service (ii) I have not been convicted by a Court of Law, for any offence. In the event of any information being found false / incorrect / ineligibility being detected at any time before or after the examination / interview, action may be taken against me and I shall be bound by the decision of the employer.

Place:

Signature of the candidate

Date:

Application not signed by the candidate will be REJECTED.