File No. 3-8/2022-CFTI

भारत सरकार/ Government of India

कृषि एवं किसान कल्याण मंत्रलाय/ Ministry of Agriculture & Farmers Welfare

कृषिएवं किसान कल्याण विभाग/ Department of Agriculture & Farmers Welfare

केन्द्रीय उर्वरक गुण नियंत्रण एवं प्रशिक्षण संस्थान

Central Fertilizer Quality Control & Training Institute

एन.एच IV फरीदाबाद – 121001 (हरियाणा) /

N.H.IV., Faridabad -121001 (Haryana)

Dated: 25.08.2026

CIRCULAR

Sub : Engagement of 05 Young Professionals (YPs) at CFQC&TI Lab Faridabad & its 03 Regional Labs Chennai, Navi Mumbai and Kalyani (WB) to assist the officers for analysis of Bio-stimulants & Nano fertilizers - reg.

Applications are invited in prescribed format to engage eligible candidates as Young Professional on contract basis for assisting the officers for analysis of Bio-stimulants & Nano fertilizers including handling and maintenance etc. in CFQCTI, Faridabad and 03 Regional Laboratories.

2. **Purpose:** Young Professionals (YPs) are required to follow up day to day functioning/performance & working status of sophisticated instruments i.e. High Performance Liquid Chromatography (HPLC), Liquid Chromatography-Mass Spectrometry (LC-MS-MS), Gas Chromatography-Mass Spectrometry (GC-MS/MS), Inductively Coupled Plasma Spectrophotometer (ICP), Thermo Gravimetric Analysis System (TGA), Fourier Transform Infrared Spectrophotometer (FTIR), High-Performance Thin Layer Chromatography& Transmission Electron Microscope (TEM) etc. and to assist the officers of the CFQC&TI/RFCLs in the analysis of Bio-stimulants and Nano fertilizers including standardization of method of analysis to be applied as per provisions of Fertilizer Control Order, 1985.

During the period of such engagement, YPs could be called for services on holidays or beyond normal working hours for which no extra remuneration would be required to perform the duties assigned to them as per requirement. They will report to the concerned Director/In-charge of CFQCTI & its RFCLs depending upon the task to be assigned to them.

3. **Qualification Experience Age and Vacancies:**

3.1 **Essential Educational Qualification and Experience:**

Name of the position	Number of resource positions (YPs)	Qualifications
Young Professionals	**05 (02 at CFQC&TI Faridabad & 01 each for its RFCLs at Chennai, Navi Mumbai & Kalyani (West Bengal)**	I) **Essential Qualification:-** i)Master's degree in Chemistry with specialization in Inorganic or organic or Analytical Chemistry or M. Sc (Agriculture) with specialization in Soil Science or Agricultural Chemistry or M.Sc. with Micro Biology or M.Sc. Agri in Entomology from a recognized University or Institute recognized by the Central Government or State Government. II) **Experience:-** i) Minimum 02 years experience in relevant field of Bio-stimulants/Nano fertilizers analysis & handling of relevant instruments. ii) Candidates should have proficiency in handling computer (MS Office, Power Point, Excel etc.) iii) Preference will be given to persons having degree of M. Phil/Ph.D. & work experience in the relevant field.

3.2 **Age Limit:** Candidates should not exceed 35 years on the last date of

submission of application.

4. Remuneration:

A fixed monthly remuneration of Rs. 60000/- (Sixty thousand only) shall be paid. TDS shall also be applicable as per norms. The amount of remuneration so fixed shall remain unchanged for the term of contract and there will be no annual increment / percentage increase during the contract period. The selected candidate will not be entitled to any benefits like PF, Pension, Gratuity, Medical Allowance, House Rent Allowance/ accommodation, Dearness Allowance, phone/conveyance/ transport, foreign travel, personal staff/ CGHS or any other Allowance. No TA, DA/ joining time is admissible for joining the assignment or on its completion.

Expenditure incurred by on travel for undertaking official tours within the country in the course of execution of the work assigned to the selected candidate will be reimbursed as per Government of India Rules. While on tour, TA/DA will be admissible to Young professionals as to Assistant Section Officer (Level 7) of the Central Government.

5. Place of Posting: The Place of posting will be at CFQC&TI, Faridabad & its RFCLs at Chennai, Navi Mumbai & Kalyani (West Bengal), as per requirement.

6 . Interested candidates, who fulfill the eligibility criteria, may submit their application in the prescribed proforma (**copy enclosed as Annexure-I**) along with details of educational qualifications and past experience, and self- attested copies of documents in support of essential/desired qualification/experience in sealed cover super-scribed "Application for engagement as .....(name of the post applied for) on contract basis in CFQCTI" which should reach this office, to **Shri Dinesh Meghwal, Deputy Director,** Central Fertilizer Quality Control & Training Institute, NH-IV, Faridabad- 121001, Haryana within a period of 30 days from the date of publication in the Employment News.

7. Any application received after the stipulated date will not be entertained.

(DEBIKA KUNDU)
Administrative Officer
E-mail:- cfqcti@nic.in
Tel. No.0129-2414712

To:-

1. All Ministries/ Departments of Government of India/ Subordinate/ Attached offices of DA&FW including IARI and ICAR with request to upload this circular on their respective website;
2. Notice Boards of CFQCTI;
3. Ministry of Labour and Employment for uploading on National Career Service (NCS) portal;
4. NIC/ DA Division, for uploading on official website of CFQCTI & DA&FW.

Copy to: Guard File.

Annexure-I

Photograph

Application for engagement of ..... (name of the post applies for) in CFQCTI, DoA&FW

Name in full (Block Letters)	
Father's Name in full (Block Letters)	
Date of birth	
AADHAR No (Enclose Photocopy)	
PAN No. (Enclose Photocopy)	
Complete Present Address	
Mobile No.	
Email ID	
Education Qualifications (High School onwards with self- attested supporting certificates (Essential and desirable)	
Work Experience (along with details of organization, post held, period and duties performed)	
Proficiency in handling computers (attach certificate, if any)	
Additional relevant information, if any, in support of your suitability for the said engagement, attach a separate sheet, if necessary.	
Publications, if any	

A recent passport size photograph may be pasted at the top right corner of the application proforma.

I, hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I have read this document and ready to accept all the term & conditions for engagement of Young Professionals. I will produce original documents regarding qualification and experience at the time of interview.

(Signature of the Candidate)

Place:

Date:

Annexure-II

Terms and condition of the engagement of Yong Professionals are as under:

1. Type and Tenure of Engagement:

i. The engagements shall be at one level only i.e. Young Professional.
ii. The engagement will be purely on a contractual basis.
iii. The engagement shall be initially for a period of Three (03) years which may be extended depending on the performance evaluation and approval of the competent authority. In case, a person leaves before completion of one year, she/he will not get any work experience certificate.

2 . Selection Procedure: All the application received in response to the vacancies advertised in the advertisement circular of this Department will be scrutinized and shortlisted for selecting eligible candidates for engagement as Young Professionals by the Screening Committee of CFQ&CTI. The shortlisted candidates have to appear before the Screening Committee for an interview as per the earmarked date to be intimated by this Institute at CFQCTI, Faridabad. Based on the recommendations of the Screening Committee after scrutiny and interview, a panel of 15 candidates in order of merit will be drawn. Top candidates of final merit list commensurate with the actual/exact number of posts will be given offer of appointment to join the post. The panel would be valid for a period of one year. In case the selected candidate does not accept the offer of appointment, the next candidate in the panel will be offered the appointment against the said vacant post. If the post(s) remain(s) vacant even after extending the offer of appointment to the candidates available on the panel, the same selection procedure shall be followed for formation of another panel from the applications received after the cut off/ last date against the advertisement.

3. Terms of Reference: The Terms of Reference shall include the outputs to be delivered and the functions to be performed. The YPs are required to upgrade/ modernize the laboratory to analyze Bio-Stimulants/Nano fertilizers with the instruments procured or to be procured in addition to development/ standardization of new methods of analysis.

4. Payment:-

i. The YPs will be paid monthly remuneration within 7 days after completion of the month subject to periodic completion of work certified by the controlling officer.
ii. The Income Tax or any other tax liable to be deducted as per the prevailing rules, will be deducted at the source before effecting the payment, for which Department will issue TDS certificates. Individual consultants shall be liable to pay Goods and Service Tax, as applicable. Department undertake no liability for taxes or other contribution payable by the Individual YP on payment made under this contract.

5. Working Hours and Leave:-

i. Working hours shall normally be from 9.00 AM to 5.30 PM during working days including half an hour lunch break in between. However, in exigencies of work YPs may be required to sit late and may be called on Saturday/Sunday and other holidays also for which no extra remuneration will be paid. However, for attending office on Saturdays /Sundays/ Other Gazetted holidays, they may be given compensatory off.
ii. The YPs will **engage on fulltime basis and will not be allowed to take any other outside assignment during the period of contractual engagement.**
iii. YPs will be eligible for 08 days leave during the period of one year, on pro-rata basis subject to the prior written approval of the controlling officer. Un-availed leave cannot be carried forward to the next year. Further, leave beyond the eligibility limit will be considered without remuneration with the prior approval of controlling officer.
iv. The Young Professionals will be required to mark his/her attendance in Bio-metric

System or in the attendance register.

6. **Termination:-**

i. The engagement may be terminated at any time by the office without assigning any reasons by giving a notice of 30 days. In case, a Young Professionals desires to leave the assignment, he/she is to give 30 days' notice which can be curtailed/extended depending upon the workload.

ii. In case any Young Professional is found unfit on any account or if he/she is found guilty of any insubordination/misconduct, his/her services can be terminated immediately without any notice. The Department reserves the right to terminate any YPs at any stage in event of a serious failure to perform the task assigned or of failure to observe any standards of conduct.

iii. The selected candidate will not be entitled for any claim or right for continuing in assignment or regular appointment to this assignment/post or any other post in this Institute.

iv. CFQCTI, DoA&FW shall not be responsible for any loss, accident, damage; injury suffered by the Young Professionals whatsoever arising in or out of the execution of his work including travel.

7. **Title Rights, Copyrights, Patents and Other Proprietary Rights:-**

i. Title to any equipment and supplies that may be furnished by the Department to the YPs for the performance of any obligations under the Contract shall rest with the Department, and any such equipment shall be returned to the Department at the conclusion of the contract or when no longer needed by YPs. Such equipment, when returned to the Department, shall be in the same condition as when delivered to the YPs, subject to normal wear and tear, and he/she shall be liable to compensate the Department for any damage or degradation of the equipment that is beyond normal wear and tear.

ii. The Department shall be entitled to all intellectual property and other proprietary rights, including, but not limited to, patents, copyrights and trademarks with regard to products, processes, inventions, ideas, know-how or documents and other materials which the YPs has developed for the Department under the Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Contract, and the YPs acknowledges and agrees that such products, documents and other materials constitute works made for hire for the Department. Subject to the foregoing provisions, all maps, drawings, photographs, mosaics, plans, reports, estimates, recommendations, documents and all other data compiled by or received by the Individual YPs under the contract shall be property of the Department, and shall be made available for use or inspection by the Department at reasonable times and in reasonable places, and shall be treated as confidential and shall be delivered only to the Department authorized officials on completion of work under the Contract.

iii. The Intellectual Property Rights of the data collected as well as the deliverables produced for the office shall remain with this office. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of the assignment for the office, without the express written consent of the office. The Young Professionals shall be bound to hand over the entire set of records of assignment to the office before the expiry of the contract, and before the final payment is released by the office.

8 . **Conflict of Interest**: The Individual YPs shall be expected to follow all the rules and regulations of the Government of India which are in force. He/ She will be expected to display utmost honesty, secrecy of office and sincerity while discharging

his/ her duties. They will be subject to provisions of the Indian Official Secrets Act, 1923. Any information gathered during the period of engagement shall not be divulged to anyone who is not authorized to have the same. In case the services of the individual YPs are not found satisfactory or found in conflict with the interest of the Government of India, his/ her services will be liable for discontinuation without assigning any reasons.

9. Force Majeure and other Conditions: -

i. Force majeure as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, or any other acts of a similar nature or force, provided that such acts arise from causes beyond the control and without the fault or negligence of the individual consultants.

ii. The Individual YPs acknowledges and agrees that, with respect to any obligations under the Contract that the Individual YPs must perform in or for any areas in which the Department is engaged in, preparing to engage in, or disengaging from any peacekeeping, humanitarian or similar operations, any delay or failure to perform such obligations arising from or relating to harsh conditions which such areas or to any incidents of civil unrest occurring in such areas shall not, in and of itself, constitute force majeure under the contract.

10. Audits and Investigations: - Each invoice paid by the Department shall be subject to a post-payment audit by auditors, whether internal or external, of the Department or by other authorized and qualified agents of the Department at any time during the term of the Contract. The Department shall be entitled to a refund from the Individual YPs for any amounts shown by such audits to have been paid by the Department other than in accordance with the terms and condition of the Contract. The Individual YPs acknowledges and agrees that, from time to time, the Department may conduct investigations relating to any aspect of the Contract or the award thereof, the obligations performed under the contract, and the operations of the Individual YPs generally relating to performance of the Contract. The right of the Department to conduct an investigation and the Individual YPs' obligation to comply with such an investigation shall not lapse upon expiration or prior termination of the Contract. The Individual YPs shall extend full and timely Cooperation with any such inspections, post-payment audits or investigation. Such cooperation shall include, but shall not be limited to, the Individual YPs' obligation to make available his/her personal and any relevant Documentation for such purposes at reasonable times and on reasonable conditions and to grant to the Department access to the Individual YPs' premises at reasonable times and on reasonable conditions in connection with such access to the Individual YPs' personal and relevant Documentation.

11. Settlement of Disputes: Department and the YPs shall use their best efforts to amicably settle any disputes, controversy or claim arising out of the Contract or the breach, termination or invalidity thereof.

12. Arbitration: Any dispute, controversy or claim between the parties arising out of the Contract or the breach, termination or invalidity thereof.

13. Other General Terms and conditions:

i. Department may require the YPs to submit a statement of Good Health from a recognized physician prior to commencement of work in any offices of this Department.

ii. The engagement as YPs is subject to verification of Document related to educational qualification and experience. If any information/ Documents submitted by YPs are found false/ wrong at any stage, his/ her engagement will be terminated immediately, and appropriate action will be taken against him/ her as per rules.

iii. In the performance of the contract, the YPs shall comply with the "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013".

iv. In the unfortunate event of the death, injury or illness while serving, the YPs or the next kin shall not be entitled to any compensation or appointment.
v. The YPs will be required to submit a police verification report from their concerned police station and also submit a medical- cum- fitness certificate issued by any authorized medical practitioner prior to engagement.
vi. The period of engagement would commence from the date of joining at this Department.

These guidelines have been prepared as per the recommendations of general guidelines of the Departments issued vide **OM A-12034/3/2022-E. II dated 20.10.2022.**