F. No. A-48012/60/2025-Estt.(CRCS)
Government of India
Ministry of Cooperation
Office of Central Registrar of Cooperative Societies (CRCS)
*****

9th Floor, Tower-E, World Trade Centre,
Nauroji Nagar, New Delhi-110 029
Dated ,30th October, 2026

NOTICE

Subject: **Engagement of 04 Young Professionals (Finance) in the Office of Central Registrar of Cooperative Societies on contractual basis**

The office Of Central Registrar of Cooperative Societies invites applications from eligible individuals for contractual appointment to the 04 posts of Young Professionals (Finance) as per the enclosed annexure.

2. Interested candidate shall submit a hard copy of their application form in the enclosed proforma addressed to the Section Officer (Admn.), Office of Central Registrar of Cooperative Societies, 9th Floor Tower-E, World Trade Centre, Nauroji Nagar, New Delhi-110029. A scanned copy of the application should also be sent through mail at **vacancyconsultant6@gmail.com**.

3. The applicant should have a valid personal email ID, which should be kept active at least till the completion of this engagement process. In case, a candidate does not have a valid personal email ID, he/she should create one before applying for the advertised post.

4. The last date for receipt of applications is 20 days from the date of publication in the Employment News.

Encls: As above

(Gaurav Bisht)
Section Officer (Admn.)
O/o CRCS

To:

IT Cell/NIC with a request for uploading the notice on the websites of Ministry of Cooperation and CRCS.

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World Trade Centre, Tower-E, 9th floor,
Nauroji Nagar, New Delhi- 110 029
Dated the October 30th, 2026

Contractual engagement of Young Professionals (Finance)

Office of the Central Registrar of Cooperative Societies (O/o CRCS), Ministry of Cooperation, **invites applications from eligible person(s) for the post of Young Professionals (Finance) on contractual basis as per following terms and conditions:**

1.	Position	Young Professionals (Finance)
2.	No. of Position (s)	04 (Four)
3.	Mode of recruitment	Contractual
4.	Period of Contract	Initially for one (01) year which can be extended by another one year based on performance
5.	Remuneration	Rs.70,000 per month
6.	Age Limit	Not exceeding 40 years
7.	Educational Qualifications	**Essential**: Qualified Member of Institute of Chartered Accountants of India(ICAI). Or Qualified Member of Institute of Cost Accountants of India(ICMAI). Or Qualified Member of Institute of Company Secretaries of India(ICSI). Or Master of Business Administration (Finance) **Desirable**: Young Professionals (YPs) should have excellent communication, interpersonal & analytical skill. They must have good working knowledge of technology-based skills on the computer and ability to work on ICT.
8.	Experience	**Essential:** 1-year post-qualification experience in finance/ accounts. **Desirable:** Experience in working with Central or State Government Ministry / Department /Autonomous body.
9.	Scope of Work	The scope of work for Young Professionals will be: i. Examination of audited financial statements of Multi-State Cooperative Societies along with verification of adherence to relevant accounting standards, statutory requirement of MSCS Act, 2002, identifications of qualification raised by Statutory Auditors and etc. ii. Examination of inspection reports of Multi-State Co-operative Societies, cross-verification of findings with

		financial statement and audit reports, assessment of compliance of Statutory provisions of MSCS Act, 2002 iii. Assessment of financial health and sustainability of Multi-State Co-operative Societies based on financial ratios, fund management, liquidity status and overall performance. iv. Identification of risks, financial irregularities or mismanagement in the Multi-State Co-operative Societies. v. Furnishing observations on any other issue emerging from the audit or inspection reports which may be relevant for regulatory, supervisory, or administrative purposes. vi. Providing recommendations or remedial actions based on findings.

Terms & Conditions:

- Exact Number of vacancies shall be determined as per requirement of the Office of CRCS at the time of interview of the shortlisted candidates.
- The engagement shall be purely on contract basis and shall not confer any right for regular appointment in the Office of CRCS. The contractual person shall not be entitled to any benefits/ compensation/ absorption /regularization of service in CRCS. The contractual person shall not claim any benefit/ compensation/absorption /regularization of service.
- Office of CRCS reserves the right to terminate the same at any time without prior notice and without assigning any reason whatsoever with immediate effect without remuneration or notice period on grounds of proven misconduct.However, in the normal course, the contractual employee shall be served one months' notice period before termination of contract or one months' s pay in lieu of the notice period.
- The consolidated remuneration will be inclusive of applicable taxes and no other facility or allowance will be allowed. Remuneration will be paid on monthly basis. An annual increment subject to satisfactory performance will be considered.
- The contractual person shall be required to produce original documents and certificates in support of her/his age, qualification and experience at the time of joining, failing which her/his offer of engagement shall stand withdrawn.
- The educational qualification, age, experience etc. as stipulated in advertisement shall be determined as on the last date for submission of application.

- Mere fulfilling of eligibility criteria does not entitle an applicant to be called for interview/personal discussion. Office of CRCS may make a preliminary short listing onthebasisofacademicrecords/experienceetc.Onlyshortlistedcandidateswill be called for interview/personal discussion.
- Office of CRCS reserves the right to cancel or withdraw this advertisement at any time without assigning any reason whatsoever.

- **Job Location**: Office of the Central Registrar Cooperative Society. 9th Floor Tower-E World Trade Centre, Nauroji Nagar, New Delhi-110 029.

- **Allowances:** The contractual employee will not be entitled to any other allowances

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except TA/DA for travel within the country in connection with official work at a rate equivalent to what is admissible to an officer working at Pay Level -7

- **Leave:** The contractual employees shall be entitled to avail 12 days Casual Leave for one year engagement on pro rata basis. The un-availed leave during the contract of one year will neither be carried forward to next year nor can be encashed.
- **Termination of Contract**: The Office of CRCS reserves the right to terminate the contract at any time in case:

a. The contractual employee is unable to satisfactorily complete the assigned tasks;

b. The contractual employee is found lacking in honesty and integrity or violates the confidentiality clause;
c. The contractual employee is absent from duty without authorization;
d. The Office of CRCS chooses not to renew the contract at the end of the initial period of engagement;
e. Any other reason.

- **Requirement of prior notice**: In case the contractual employee seeks termination of the contract before the expiry period of engagement, he/she can do so upon giving 60 days ' notice to the Office of CRCS or two-month s' salary in lieu of the notice period.
- Confidentiality Clause:

a. During the period or engagement with the Office of CRCS the contractual employee shall be subject to the provisions of the Official Secret Act, 1923 and shall not divulge any information that he /she may have come across during the period of his/ her engagement in the Office of CRCS to anyone who is not authorized to have the same.
b. The contractual employee shall maintain absolute integrity, devotion to duty, confidentiality and secrecy of information handled by him/her. The secrecy and confidentiality shall be maintained even after the termination of the contract.
c. The contractual employee shall, in no case, work for or represent in court or before any other legal authority, tribunal etc. or give opinion/ advice to any person other than the Office of CRCS on any matter during the period of his/her engagement with the Office of CRCS.

- **Conflict of Interest**: The contractual employee shall be expected to follow the general conduct rules and regulations laid down by the Government for the employees. In case the services of the contractual employee are not found satisfactory or found in conflict with the interest of the Government functioning, his/her employment is liable to be terminated/ discontinued without assigning any reason thereof.
- **Working hours**: The normal working hours will be 09.00 AM to 05.30 PM from Monday to Friday. However, as per the exigency one has to sit late or come to office on holidays to complete time bound work as assigned. Attendance shall be made through Biometric Attendance System.
- **How to apply**: - Interested eligible candidates must apply within 20-days of the date of publication of the advertisement in the Employment News in the prescribed format (Annexed) along with self-attested copies of all requisite documents and latest photo by registered post. The scanned copy of the application may also be sent by mail at **vacancyconsultant6@gmail.com**. The envelope should be inscribed with "Application for the post of Young Professionals (Finance)".
- The O/o CRCS, Ministry of Cooperation reserves the right to increase/decrease the post advertised or not even fill up the post as per its requirement.

30/10/2026

Annexure

Proforma for the Post of Young Professionals (Finance) in the Office of Central Registrar of Cooperative Societies, Ministry of Cooperation

BIO-DATA

<table>
<tr><td>1.</td><td>Post Applied for</td><td></td></tr>
<tr><td>2.</td><td>Full Name (in Block Letters)</td><td></td></tr>
<tr><td>3.</td><td>Gender</td><td></td></tr>
<tr><td>4.</td><td>Father 's/ Mother's/ Husband's Name</td><td></td></tr>
<tr><td>5.</td><td>Date of Birth (DD/MM/YYYY) and
age as on _____</td><td></td></tr>
<tr><td>6.</td><td>Address for Communication</td><td></td></tr>
<tr><td>7.</td><td>Tele phone/Mobile No.</td><td></td></tr>
<tr><td>8</td><td>E-mail ID</td><td></td></tr>
<tr><td>9.</td><td>Educational Qualifications from 10th Standard Onwards (Please enclose self-attested copies of the Certificates/ Mark Sheets)</td><td>
<table>
<tr><th>Sl. No.</th><th>Educational Qualification</th><th>Board/ University</th><th>Percentage</th><th>Year of passing</th></tr>
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<tr><td>10</td><td>Professional Qualifications</td><td></td></tr>
<tr><td colspan="3">11 Details of previous employment/ experience with valid documentary evidence (in Chronological Order)
<table>
<tr><th>Organization Detail</th><th>Period of Employment</th><th>Nature of Assignment Undertaken</th><th>Last Salary Drawn</th></tr>
<tr><td></td><td></td><td></td><td></td></tr>
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12. Certified that the information furnished above are true to the best of my knowledge and belief. I understand that in case, any of the information furnished above is found to be incorrect, at any stage before or after appointment, my appointment shall be liable to be cancelled and suitable legal action can be taken against me.

Enclosures:

Signature of the applicant

Place:
Date:

30/10/2026