

**INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH**  
**(Ministry of Human Resource Development)**  
**Aruna Asaf Ali Marg, New Delhi-110067**

ICSSR invites applications from the suitable candidates for the following positions:

**A: Appointment on Contract Basis**

1. Chartered Accountant
2. Programmer
3. Finance/Accounts Assistant

**B: Empanelment as Consultant**

1. Consultant (Engineer)
2. Legal Advisor
3. Consultant (Actuary)

**Details of positions and required qualifications**

**1. Chartered Accountant**

ICSSR is looking for a bright and professionally accomplished person who is also a computer savvy and well versed with Government Accounting Procedures, General Financial Rules, PFMS etc. The position also calls for strong leadership qualities and excellent communication skills.

Interested candidates may apply with their CV giving all details such as educational qualification, experience supported with photocopies of certificates.

**2. Programmer (On contract)**

**Essential Qualification**

- (i) A Post Graduate degree with at least 55% marks or its equivalent grade in Statistics or Mathematics with Statistics or Operation Research or Computer Science or Computer Application Technology from a recognized university and having 3 years' experience in the field of data analysis, web development etc.
- (ii) Experience in actual programming and system administration/computer architecture.

**Desirable Qualification**

Ability of handling statistical packages.

**3. Finance/Accounts Assistant (on contract)**

**Essential Qualification**

- (i) A Bachelor's Degree from a recognized university.
- (ii) Experience of Finance/Establishment/General Administration.
- (iii) Working knowledge of Financial/Office Automation packages.

**4. Consultant Engineer for empanelment**

ICSSR is looking for Retired Engineer from CPWD/DDA/NBCC or other Government organisations possessing knowledge /experience of

civil/electrical development and maintenance works and Government rules/procedure. Age of the candidate should be below 65 years.

Interested candidates may apply with their CV giving all details such as educational qualification, experience supported with photocopies of certificates. The remuneration/Consultancy fee will be based on experience and according to the rules of ICSSR.

**5. Legal Advisor for empanelment**

ICSSR is looking to empanel a senior lawyer as its Legal Advisor. The candidate should be possessing a Bachelor's Degree in Law and should be a registered lawyer practicing in District High Court/Supreme Court. He/ She should be well versed in service matters and preferably should have experience of handling legal cases of autonomous bodies/ Government institutions etc.

Interested candidates may apply with their CV giving all details such as educational qualification, experience supported with photocopies of certificates. The remuneration/Consultancy fee will be based on experience and according to the rules of ICSSR.

**6. Consultant Actuary for empanelment**

ICSSR is looking to hire the services of a Consulting Actuary for the determination of pension liability for its employees. The candidate should at least be an Associate of Institute of Actuaries of India. Age of the candidate should be below 65 years.

Interested candidates may apply with their CV giving all details such as educational qualification, experience supported with photocopies of certificates. The remuneration/Consultancy fee will be based on experience and according to the rules of ICSSR.

**NOTE:**

Completed application should reach the **Administrative Officer, ICSSR, Aruna Asaf Ali Marg, New Delhi-110067** on or before 20<sup>th</sup> February 2020. The application may also be sent through email at [ashish@icssr.org](mailto:ashish@icssr.org).

Copies of all the documents supporting the candidature should be enclosed with the application/CV.