

**NF-12048/1/2024-ADMIN**  
**राष्ट्रीय वित्तीय रिपोर्टिंग प्राधिकरण**  
**National Financial Reporting Authority**

7-8वीं मंजिल, हिंदुस्तान टाइम्स हाउस,  
कस्तूरबा गांधी मार्ग, नई दिल्ली

10.12.2025

**Vacancy Circular for the Young Professionals**

The National Financial Reporting Authority (NFRA) invites applications from dynamic and motivated Chartered Accountants (CAs)/ Cost Accountants (CMA)/ MBA holders/ IT professionals for the position of Young Professional purely on contract basis, initially for a fixed period of two years which may be extended by one year at a time upto a maximum tenure of five years i.e. 2+1+1+1 years. This is an exceptional opportunity for Chartered Accountants (CAs)/ Cost Accountants (CMA)/ IT/ Finance Professionals to gain unparalleled exposure and experience in the regulatory domain of financial reporting and auditing standards. Joining NFRA as a Young Professional will provide with a platform to work alongside seasoned experts, contribute to review, monitoring, other statutory functions, and develop a deep understanding of regulatory frameworks. This role paves the way for future career advancements within the regulatory and financial sectors. Elevate your professional journey by being a part of NFRA's commitment to enhancing the quality of financial reporting in India.

2. The number of likely positions to be filled up is as given in the below table. This number may increase or decrease based on the requirement of NFRA. The details of essential educational qualification and experience are as given below –

A.	<b>Name of the Position</b>	<b>Young Professional (CA/CMA)</b>
	<b>No. of Position</b>	Four (4)
	<b>Age Limit</b>	Candidates should be below 32 years of age as on the last date of receipt of application
	<b>Educational Qualification</b>	Chartered Accountant (CA)/ Cost Accountant (CMA)
	<b>Experience</b>	<p><b>At least one year experience</b> post qualification in fields relevant to NFRA-as part of engagement team for statutory audit of companies or experience in finance and account functions of such companies</p> <p>Knowledge of Indian Accounting Standards, Standards on Auditing, Companies Act, internal financial control</p> <p><b>OR</b></p> <p>Experience in equity analysis, credit appraisals, project appraisals in bank financial institutions and Rating Agencies. Experience in Regulatory Bodies will be desirable.</p> <p><b>Desirable:</b></p> <p>Knowledge of IT General controls and application and process controls.</p>
	<b>Job Profile</b>	Assist/provide inputs in review, monitoring functions of authority; To assist Senior Officers in their functioning and research/keeping track of developments in the field of accounting and auditing in India and globally.

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<b>B.</b>	<b>Name of the Position</b>	<b>Young Professional (MBA)</b>
	<b>No. of Position</b>	One (1)
	<b>Age Limit</b>	Candidates should be below 32 years of age as on the last date of receipt of application
	<b>Educational Qualification</b>	MBA/PGDM (Marketing and/or Finance)
	<b>Experience</b>	<p><b>At least one year of post-qualification experience:</b>  In marketing in a large consulting institution or  In project appraisals/monitoring in financial institutions or  Regulatory Bodies.  Candidate must possess excellent computer skills of typing, MS-office, use of internet, search tools etc.  <b>Desirable :</b>  Experience of working in Govt/Statutory Bodies.</p>
	<b>Job Profile</b>	To assist Senior Officers in their functioning and research/advocacy, keeping track of developments in the field of accounting and auditing in India and globally.

<b>C.</b>	<b>Name of the Position</b>	<b>Young Professional (IT) – Web Designer / UI/UX Designer</b>
	<b>No. of Position</b>	One (1)
	<b>Age Limit</b>	Candidates should be below 32 years of age as on the last date of receipt of application
	<b>Educational Qualification</b>	<p>(a) Bachelor's degree in Engineering / Technology / MCA / MSc (IT)  <b>OR</b>  (b) Bachelor's Degree in any field with certification in Graphic/Web Design or related field</p>
	<b>Experience</b>	<p>The candidate should have at-least two years of post qualification experience in web and UI/UX design, with proven skills in developing user-friendly and visually appealing websites and digital products. Experience in using design tools such as Figma, Adobe Photoshop, Adobe Illustrator, or Sketch is essential. The resource should also have the ability to create engaging digital and offline content tailored to diverse stakeholder needs.</p> <p><b>Technical skills may include following:</b></p> <ul style="list-style-type: none"> <li>• <b>Coding</b> - HTML, CSS, JavaScript, jQuery.</li> <li>• <b>Design and Graphics</b> - InDesign, Illustrator, Photoshop, Flash</li> <li>• <b>Content Management System (CMS)</b> - WordPress, Adobe Business Catalyst, Drupal, Ektron, Zope, Google Web Designer.</li> </ul>
	<b>Job Profile</b>	As a web designer, resource will be involved in the developing and designing NFRA website, applications and other digital products. Technical and graphical aspects of website building, determining both the look of each page and how the website navigates and feels overall. Resource will be responsible for graphics designing, creating informative material for social media handles of NFRA and any other task as assigned from time to time.

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D.	<b>Name of the Position</b>	<b>Young Professional (IT) – System / Helpdesk Engineer</b>
	<b>No. of Position</b>	Two (2)
	<b>Age Limit</b>	Candidates should be below 32 years of age as on the last date of receipt of application
	<b>Educational Qualification</b>	B-Tech in ECE, IT, CS/MCA/M.Sc (IT) or equivalent.
	<b>Experience</b>	Applicants must have at-least two years of post qualification relevant experience in IT support, including end-user device management, troubleshooting of peripherals, and application support. <b>Desirable:</b> Knowledge of Computer Hardware and Computer Application Software's, Computer Networking and Network Security, Active directory, Role delegation, Windows, PowerShell, Patching, MFA, VPN, NetBIOS etc.
	<b>Job Profile</b>	Resource will be engaged in operations like asset management, management & operation of I/O devices like Printers, VOIP, Wi-fi devices, etc, operation of Video conferencing systems, network maintenance of IP based CCTV surveillance camera, helpdesk and ticketing, etc and any other tasks as assigned from time to time by NFRA.

3. Selection of the Young professionals will be done based on suitability assessment which may comprise written assessment test/ interview or both, conducted by NFRA.

4. The terms and conditions of the engagement will be as following:

(i) Selected candidates would be engaged on a full-time basis for an initial period of two (2) years and accordingly such candidates will not be allowed to take up any other assignment during the period of engagement with the Authority. On completion of every year, the performance of the professionals will be evaluated by the competent authority and continuation of their contract will depend on their performance in the previous year. Extension beyond two years may be granted for another maximum three years on yearly basis keeping in view the past performance and requirements at NFRA.

(ii) Selected candidates who are Chartered Accountant (CA)/ Cost Accountant (CMA) shall not practice as Chartered Accountants/ Cost Accountants during the period of their engagement in NFRA and will be required to surrender certificate of practice before joining NFRA. At the time of joining the Authority, such candidates shall produce proof of having their Certificate of Practice, suspended or surrendered.

(iii) **The consolidated remuneration of Young Professional will be fixed at Rs. 70,000/- per month for the first year.** The selected candidate will not be paid any other financial benefits like Medical, HRA, Transport etc. except the consolidated remuneration mentioned above. The increase in remuneration in second, third year and subsequent years will be subject to evaluation of performance of Young Professional and as below-

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Sr. No.	Performance	Enhancement in remuneration
1.	Performed only routine/assigned work	Nil
2.	Made significant contribution in their domain in providing the desired output as expected by higher authorities on the assigned/specific task.	Upto 5% of the remuneration with the approval of competent authority
3.	In exceptional cases, where any individual YP has demonstrated exemplary performance in his/her domain	Upto 10 % of the remuneration with the approval of competent authority

(iv) The place of posting will normally be at New Delhi and selected candidates will work under the guidance and supervision of officers of the Authority.

(v) The selected candidates would be assigned tasks, at the discretion of the NFRA, as per requirement from time to time.

(vi) During the period of assignment with the Authority, it is likely that selected candidates may come across certain information of important/secret nature. No information which would be available with or gathered by selected candidates during the period of their assignment with the Authority will be divulged to anyone in any manner. All the selected candidates will have to provide declaration of fidelity and secrecy as prescribed by NFRA.

(vii) At the time of leaving / relieving from NFRA, selected candidates would return back all materials and files/ data/ emails, passwords and any other information in any manner paper or soft copy, etc. in their possession and such candidates would be required to sign an undertaking in the prescribed format that they will not divulge any information that they have come across while working in NFRA to anyone in any manner whatsoever, at any time even after leaving NFRA.

(viii) No TA/ DA will be given to the candidates for attending the written test/ interviews, if held, or towards expenditure incurred to join the Authority.

(ix) The individual YPs shall be entitled to leave at the rate of 1.5 days of each completed month with no accumulation of leave beyond a calendar year on prorata basis. Unavailed leaves can not be carried forward to the next calendar year. Further, leave upto one month may be considered without remuneration with the approval of the competent authority. However, in exceptional cases for professional development, training etc, this condition may be relaxed by the competent authority.

(x) The assignment is purely on contract basis and will not confer any right for permanent absorption or appointment on regular basis in the Authority. The engagement of the selected candidate may be terminated by NFRA by giving a 30 days' notice or one month remuneration in lieu thereof. The engagement of Young Professional may also be terminated in case of the eventualities like-

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- a. The selected candidate is unable to address the assigned works.
- b. The quality of work performed is not to the satisfaction of NFRA.
- c. The selected candidate fails in timely achievements of the worked plan.
- d. The selected candidate is found lacking in honesty and integrity.

(xi) The selected candidate may also terminate the engagement by serving a notice period of 30 days or one month remuneration in lieu thereof.

5. Interested and eligible persons may apply in the format enclosed as **Annexure-I** at the earliest. The last date for receipt of applications will be 30 days from the date of issue of this circular. Based on requirement of NFRA, eligible applicants may be called for written assessment/ interview/ personal interaction.

6. All applications should be addressed to the Deputy General Manager (Establishment) and sent by post/courier, etc. in an envelope superscribing "APPLICATION FOR YOUNG PROFESSIONAL IN NFRA", to the following address:

National Financial Reporting Authority,

7<sup>th</sup> Floor, HT House, 18-20,

KG Marg, New Delhi -110001

7. Applications should also be sent by email [on the email-id: **manager-admn@nfra.gov.in**].

8. All applications should invariably contain the following (in the specified order) :

- (i). Application format duly filled in;
- (ii) Index of the documents;
- (iii) Copy of supporting documents as required vide this advertisement.
- (iv) Each page of application including supporting documents duly signed and numbered;
- (v) For copy of application sent via email, the entire application as in paras 8(i) to 8(iv) above should be scanned and saved as a single pdf and sent to email id as stated in para 7 above. The subject of the email should be "Application for the post of Young Professional in NFRA from (name of the applicant)".

9. Applicants/interested persons are advised to see NFRA website regularly as in case of any changes in this circular, the said changes will be displayed on NFRA website.

(Mritunjay Singh)

Deputy General Manager



### **Format of Application**

#### **NATIONAL FINANCIAL REPORTING AUTHORITY**

Application Form for engagement as Young Professional on contract basis

1. Name
2. Date of Birth:
3. Age as on last date of receipt of application:
4. Contact Details:
  - a. Postal Address
  - b. E-mail Id :
  - c. Telephone No

**5.(i) Educational Qualification (from Senior Secondary onwards):**

Year of passing	Certificate/ Degree	School/Institution/University attended		% Marks obtained
		-		
		-		

**6. Work Experience:**

Organisation	From	To	Duration*	Designation	Description of duties

\* Total duration of experience post passing the essential qualification :

to 24/04/23



7. **Details of Two References (Name and contact details to be given):**

8. **Language Skills:**

**Note: Kindly attach Self attested copies of the following:**

- a. Proof of identity issued by concerned professional body of which the candidate is a member/ Govt. IDs like PAN, Aadhar, Driving licence, Voter ID, etc. Proof of Date of Birth;
- b. All Mark sheets of Final Exams of examination concerned.
- c. Certificates of any other Educational Qualification;
- d. Experience Certificate from employer for the period as claimed above (on letter head of Employer with contact details)/ Appointment letter with salary certificates for the entire period of experience / undertaking of self-employment should be attached to the application.
- e. Certificate of Membership of ICAI if applicable
- f. Certificate of Practice in case of Practicing professional  
(Point no. 8(e) and 8(f) above applicable only in case of Chartered Accountants)

9. It is submitted that the above is true to the best of my knowledge and belief.

Date:

Signature of applicant

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