



**Office of the Principal Chief Commissioner
of Income-Tax, Pune**

Aayakar Bhavan, 12, Sadhu Vaswani Road, Pune 411 001.

NOTICE FOR INVITING APPLICATIONS

With a view to augment departmental representation in Income Tax Appellate Tribunal(ITAT), Income Tax Department is looking for engaging a pool of talented Young Professionals (YPs) as per the following details:

- **Name of the position:** Young Professional
- **Number of Positions:** 2
- **Age Limit:** Candidates should not exceed 35 years of age as on the date of advertisement
- **Period of contract:** One year. May be extended by another year subject to satisfactory performance. The Candidate selected will have no rights to claim regular employment.
- **Location:** Pune
- **Remuneration per month :** Rs. 60,000/- (Lump Sum)
- **Educational Qualification:** Essential qualification:
 - (i) Indian Nationals holding Graduate /Post Graduate degree in Law from recognized Universities, Colleges and Institutions of National and International repute, and/or Chartered Accountant.
 - (ii) Candidates should have obtained at least 50% marks in the 3 Year LLB or 5 Year integrated LLB degree program or Post Graduation degree program or a qualified Chartered Accountant.
- **Preferred Qualification**
 - (i) Chartered Accountants who have completed their article ship in taxation and law graduates/post graduates who have been engaged in research work/projects in taxation shall be preferred
 - (ii) Candidate having skills in information & communication technology (ICT) with good communication and interpersonal skills shall be preferred.
- **Job Description:**

The Young Professionals will be attached with the office of CsIT (DR) or Sr. DR in the ITAT for studying the paper books of listed cases, analyzing the judgements relied upon by the assessee, finding out judgements in favour of the department & identifying distinguishing facts wherever applicable and preparing the briefing notes and written submissions. They will also undertake research/study on specific points as briefed by CIT (DR)/Sr. DR. CIT(DR) (Mentor concerned) will provide a brief orientation of deliverables expected from the Young Professional at the time of joining.
- **Selection Process:**

Selection process would involve two stages:

 - (i) Screening and,
 - (ii) Interview
- 2. **Mode of submission of Applications (Online/Offline):** Applications (in pro-forma as per para 6) to the following address:

Email Address : pune.addlit.judicial@incometax.gov.in
Postal Address : Office of the Pr. Commissioner of Income Tax (Judicial), Pune
Aaykar Bhawan, 12, Sadhu Vaswani Road, Pune - 411001
- 3. Short listed candidates will be informed on their e-mail address/by speed post for personal interview. No TA or DA shall be paid for attending the interview. At the time of interview, the shortlisted candidates shall have to produce their bio data and certificates, in original for verification.
- 4. Last date of receipt of Applications is **10.04.2026**. Incomplete application and/or applications received after the due date shall be summarily rejected and no correspondence in this regard will be entertained.
- 5. Detailed advertisement containing Pro-forma for Application Form would be available on the Website www.incometaxindia.gov.in.

ANNEXURE – III

APPLICATION FORM FOR YOUNG PROFESSIONAL SCHEME

(Indicative Format)

Paste
recent
passport
sized
photograph
in the box.

1.	Name of the Applicant(In block letters)	
2.	Father's/Mother's Name	
3.	Date of birth (Date/Month/Year)	
4.	Gender	
5.	Nationality	
6.	Contact details of the Applicant (Complete present postal address)	
7.	Phone/mobile number	
8.	Email-ID	

Qualification (Essential)

9. Academic qualification (in reverse order, starting from the latest)

Sl. No.	Degree	Year	Subjects	University/ Institute	% of marks	Distinction (if any)

10. Professional qualification (in reverse order, starting from the latest)

Sl. No.	Degree	Year	Subjects	University/ Institute	% of marks	Distinction (if any)

Qualification (Preferred/desirable)

11. List of relevant technical and academic publications (Add more sheets if necessary)

Sl. No.	Degree	Year	Subjects	University/ Institute	% of marks	Distinction (if any)

12. Relevant experience (Add more sheets if necessary)

- a. No. of total years of experience and name of organizations.
- b. Year-wise tasks of similar nature carried out during last three years.
- c. Relevant experience of working for national bodies.
- d. Relevant experience of working for international bodies.
- e. Works of similar nature in hand and the expected date of completion

13. A brief note (750 words) of your suitability for the Engagement (Add more sheets if necessary)

DECLARATION

I declare that the above information is true and correct to the best of my knowledge and belief.

I am aware that in case of misrepresentation or a materially false declaration, it shall render me liable to action according to applicable law. I also understand that the application is liable to be rejected and / or engagement cancelled in case a discrepancy is detected at any stage before completion of the engagement. The completion certificate may also be recalled should such a contingency arise after the engagement the same has been awarded to me.

Signature of the applicant

Place:

Date:

Name of the Applicant