

No. A-12034/2/2022-Admn
Office of the Principal Scientific Adviser
to the Government of India

33010, Kartavya Bhawan-3, Janpath
New Delhi, the 10th September, 2026

VACANCY CIRCULAR

Subject: Recruitment to the post of Technical Staff in the Office of Principal Scientific Adviser to Government of India on contract basis.

An Empowered Technology Group (ETG) under the chairmanship of the Principal Scientific Adviser to the Government of India was constituted in February, 2020. The ETG is mandated to advise the Government in respect of (i) technology policy (ii) R&D priorities, direction and investments and (iii) technology aspects of procurement process and induction. To service the ETG Secretariat, this Office is looking for technical manpower on short term contract basis initially for a period of 1 year, extendable upto a period of two years subject to the satisfactory annual performance review. The details of the post are as under:

S.No.	Name of post*	Number of posts	Remuneration
1	Technical Staff	4	In the range of ₹80,000/- to ₹1,20,000/- per month depending on the experience and qualification of the candidate selected.

**Candidate appointed on short term contract basis would not be entitled for allowances like House Rent Allowance (HRA), Dearness Allowance (DA), Transportation Allowance (TA), Honorarium etc. He/She shall be entitled to undertake domestic/international travel for official work in the Economy Class only with the approval of Competent Authority and as per the extant rules and procedures of the Govt. of India.*

2. Leave: Leave rules applicable to a regular Government employee will not be applicable to a contractual appointee. However, a contractual appointee 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 pro-rata basis. Unavailed leaves cannot be carried forward to the next year. Further, leave up to one month may be considered without remuneration with the approval of Competent Authority.

3. The number of posts to be filled may vary. This office reserves the right to fill vacancies arising subsequent to this advertisement under this recruitment process till the validity date of the panel of recommended candidates in the main list or waiting list. This office also reserves the right to cancel the recruitment without assigning any reason.

4. Essential Educational Qualification: A minimum of Bachelor's Degree in Science, Technology, Engineering or Mathematics Fields.

5. Experience: At least 3 years of experience in areas of technology, development or formation, appraisal, execution/ implementation, research, monitoring, evaluation of policy, program or projects.

6. Upper Age Limit: - 35 years (as on date of Vacancy Circular)

7. Period of Contract: - Initially for a period of one year, which is further extendable by another one year depending on the requirement and annual assessment of the work done. The engagement may be terminated at any time during the tenure, with a prior notice of one month, based on the recommendations of the Competent Authority. Technical Staff may also resign with a prior notice of one month.

Vikas Shukla

8. Crucial Dates: - The crucial date for determining the eligibility will be the date of this Vacancy Circular. Last date for receipt of application in the Office of PSA is 30 days from the date of this Vacancy Circular i.e. by 05:00 P.M. of 09.10.2026. The applications may be submitted either by post or by hand and should be addressed to Director (Admn.), Office of PSA, Room No. 33010, Kartavya Bhawan-3, Janpath, New Delhi-110001.

9. Job Description- Please see Annexure-I

10. Mode of Application: - Applicant shall apply as per the prescribed form at Annexure -II along with supporting documents related to Educational Qualification, Experience etc. Applicant shall mention the Specialisation/ Area of Work while applying otherwise application will be considered as incomplete.

11. Screening /Selection Committee: - All the applications will be scrutinized by a Screening Committee constituted for the purpose. Selection shall be made by the Selection Committee after holding a personal interaction with the candidates shortlisted by the Screening Committee.

12. Power to Relax: - Where the Competent Authority is of the opinion that it is necessary or expedient so to do, by order, and for reasons to be recorded in writing, relax any of the provisions of this Vacancy Circular with respect to any class or category of persons.

Note: Incomplete application or application without supporting documents or Advance application or application received after the last date will be summarily rejected and no communication will be made/entertained in this regard.



(Vikas Srivastava)

Director

Tel: 011-24011877

Copy to: Technical Team with the request to upload the Vacancy Circular on the website, 'X' account and LinkedIn profile of O/o PSA to GoI

Copy for information to:

- 1) Staff Officer to PSA
- 2) Sr. PPS to Sc. Secretary

JOB DESCRIPTION

Technical Staff will be talented individual(s) with a strong academic background and having relevant experience in scientific, technical or policy making areas by virtue of working in Industry/Academic institute/ a government organisation. The job responsibilities will include, but not limited to, the following: -

1. Analyzing R&D proposals from various Govt. Ministries/Departments and preparing briefs for the ETG members
2. Specific Ministry/ Department coordination on R&D, policy and procurement.
3. Meetings coordination within and outside PSA office, and interactions with subject matter experts for reviews of National Policy, Guidelines, Programs, Mission documents, and MoUs. Preparation of meeting minutes and follow up action plans.
4. Horizon Scanning of important scientific and technological literature, reports, publications, patents etc. for creation of specialized knowledge papers, scientific advisory notes, creation of expert resource database on scientific, technical, and other related subjects as required for various meetings.
5. Any other matter as assigned by the office.

ANNEXURE-II

Application for the post of Technical Staff (Contractual Basis) in
Office of The Principal Scientific Adviser to the Government of India

Serial Number :-

(For office use only)

AFFIX COLORED
PASSPORT SIZE
PHOTOGRAPH
(NOT MORE THAN
THREE MONTHS OLD)

1.	Name (in Block Letters)					
	Address					
	Specialization / Work					
	Tel No./Mobile No.					
	E-mail ID					
2.	Date of Birth (in Christian Era)					
3.	Age as on the date of Vacancy Circular					
4.	Educational Qualification					
	Degree/Certificate	University/Board	Main Subject	Month & Year of Passing	% Marks/ Division	
(i)						
(ii)						
(iii)	(add row if required)					
5.	Whether qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)					

6.	Essential Qualification/ Experience Required: -	
7.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	

8. Details of employment in chronological order: -

S.No.	Organization	Post Held	From	To	Duration (Year_Month)	Nature of duties

9. Additional Information, if any, relevant to the post you applied for in support of your suitability for the post:

i. additional academic qualifications ii. professional training iii. Work Experience over and above prescribed in the vacancy circular/ advertisement	
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10. **Achievements:** The candidates are requested to indicate information with regard to:

i. Research publications and reports and special projects ii. Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/societies iii. Patents registered in own name or achieved for the organization iv. Any research/innovative measure involving official recognition v. Any other information (Note: Enclose a separate sheet if the space is insufficient)	
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I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualifications/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having bearing on my selection has been suppressed/withheld.

Place:

Date:

(Signature of the Candidate)