



YOGA CERTIFICATION BOARD

Ministry of Ayush, Government of India

Vishwa Yuvak Kendra, Chanakyapuri, Circular Road,, New Delhi-110021

Ph.: 011-42765248 e-mail: ycb-pc@nic.in;

Web: www.yogacertificationboard.nic.in

F.no 1-8/YCB/22/Rectt /P-V

Date:10.02.2026

WALK-IN-INTERVIEW

Walk-in-interview for engagement of the following positions on purely temporary contract basis on a fixed remuneration to work at Yoga Certification Board (YCB), Chanakyapuri New Delhi as per date and time indicated below: -

| SN | Post | Qualification/ Eligibility | Scope of Work | Remuneration (Rs) |
|----|------------------------------------|--|--|----------------------|
| 1 | Consultant (Yoga) (03 Post) | <p><u>Essential Qualification and Experience:</u></p> <p>a) Post Graduate degree in Yoga/Swasthavritta and having Min 3 Years teaching experience in Yoga/ Min 3 Years research experience OR</p> <p>b) Any Graduate degree in any discipline with min 55% marks and PG Diploma in Yoga and having Min 5 Years teaching experience in Yoga/ Min 5 Years research experience OR</p> <p>c) BNYS and having Min 3 Years teaching experience in Yoga/ Min 3 Years research experience OR</p> <p><u>Desirable:</u></p> <p>1.Practical ability to perform Yogic practices; 2.Capacity to build different Yoga modules and examination papers; 3.Experience in conducting examinations, evaluations; 4.Working knowledge of Sanskrit, English and Hindi; 5. Knowledge of computers; and publications of papers and books.</p> <p>Age: 50 years (Max)</p> | <p>1. Development of curriculum and syllabus for the various course for Yoga Certification.</p> <p>2. Review of existing course for Yoga Certification.</p> <p>3. Development of Examination module, monitoring mechanism for Training Intuitions and PrCBs.</p> <p>4. Undertake field visits related to YCB activities.</p> <p>5. Promotional works for YCB and its activities.</p> <p>6. Planning and coordinating meeting of the Committees, including preparation of agenda and minutes.</p> <p>7. Preparations of Information, Education, and Communication (IEC) material.</p> <p>8. Review of assessment reports and processing of application for grant, continues and renewal etc.</p> <p>Any other work as assigned by the competent authority</p> | Rs.50,000/-per month |

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| 2 | Consultant (Admin & Finance) (One) | <p><u>Essential:</u></p> <ol style="list-style-type: none"> Retired Government officer not below the rank of Section Officer or equivalent from the Central/Autonomous Body Minimum 3 years experience as Section Officer level <p><u>Preferably:</u></p> <p>CSS cadre</p> <p><u>Desirable:</u></p> <ol style="list-style-type: none"> 3 years' experience in dealing with administrative, accounts and finance including budget etc matters, RTIs Legal cases, disposal, procurement etc. Conversant with noting, drafting, budget preparation, accounts, office procedure, conduct rules, GFR, purchasing through GeM portal etc. Proficiency in Hindi and English. Knowledge of computer application / operational. <p>Age: 63 years (Max)</p> | <ol style="list-style-type: none"> Responsible for the work related to administrative, Establishment and Finance matters etc. Responsible for administrative matters related to RTI's Legal cases, Parliamentary correspondence, Vigilance. Responsible for accounts, budget procurement etc. General Correspondence Monitoring and Supervision of outsource agencies for manpower and housekeeping Processing of bills, supervision of stores. Any other work as assigned by the competent authority. | <p>Rs. 50,000/- per month</p> <p>OR</p> <p>Last pay drawn minus basic pension as per the Ministry of Ayush letter no. A-41020/4/2020-E-II dated 01.04.2023 plus TA</p> |
| 3 | Accountant (One) | <p><u>Essential:</u></p> <p>B.Com with 55 percent</p> <p><u>Preferably:</u></p> <p>M.B.A (Finance) with 55 percent</p> <p><u>Desirable:</u></p> <p>Knowledge of basic accounting procedures and principles, including the Generally Accepted Accounting Principles (GAAP).</p> | <ol style="list-style-type: none"> Responsible for the work relating to Account of the Institute Reconciliations with bank Prepare budget forecasts Publish financial statements in time Handle monthly, quarterly and annual closings Ensure timely bank payments Compute taxes and prepare tax returns TDS deduction and filing of TDS returns, work relating to GST and Income Tax | <p>Rs 50,000/- P.M.</p> |

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|--|--|--|---|--|
| | | <u>Experience</u> 1. Minimum 3 years of experience in relevant field (work relating to Account and Audit). 2. Having working experience in Tally application, Excel sheet, noting and drafting. Age: 50 years (Max) | 10. Finalization of quarterly, half yearly and yearly final accounts, conducting internal audit etc. 11. Audit financial transactions and documents 12. Reinforce financial data confidentiality and conduct database backups when necessary 13. Comply with financial policies and regulations 14. Any other work as assigned by the competent authority | |
|--|--|--|---|--|

- **Nos. of vacancies may be increased or curtailed as per need.**

Walk-in-Interview details is as follows

| S.No | Name of the Post | No. of Posts | Date of the Walk -in - Interview |
|-------------|------------------------------------|---------------------|---|
| 1. | Consultant (Yoga) | 03 | 23.02.2026 |
| 2. | Consultant (Admin & Finance) (YCB) | 01 | 24.02.2026 |
| 3. | Accountant | 01 | 24.02.2026 |

| S.No | Particulars | Timing |
|-------------|-------------------------------------|------------------------|
| 1. | Registration | 09:30 A.M to 11:00 A.M |
| 2. | Scrutiny of Applications | 11:00 A.M to 01:00 P.M |
| 3 | Interview of Shortlisted Candidates | 2:00 P.M onwards |

TERMS AND CONDITIONS FOR SELECTION

1. Engagement

- 1.1 The term of engagement shall ordinarily be for an initial period not exceeding one year which may be curtailed / extended based on the performance.
- 1.2 The engagement will be purely on contract basis and will not confer any right for regular appointment in the Institute.
- 1.3 A notice period of 15 days is required to resign from the position.
- 1.4 The selected candidate will be required to join the assignment immediately at the place of Posting.

2. Age Limit: Should not be more than 63 years of age on the last date for receipt of application.

3. The engagement may be terminated by the Competent Authority at any time without assigning any reason therefor.

4. Remuneration

4.1 In Case of Consultant hired thorough Open Market:

Consolidated fixed remuneration as shown against each of the respective positions.

4.2 In case of retired Government official:-

- 4.2.1 A fixed monthly amount shall be admissible as remuneration which shall be arrived at by deducting the basic pension from the last pay drawn as per the Ministry of Ayush Letter No. A-41020/4/2020-E-II dated 01.04.2023
- 4.2.2 A fixed amount as transport allowance shall be paid to the consultants who are retired government employees. The entitlement of transport allowance will be as per DOE's OM No 21/5/2017-EII(B) dated 07.07.2017. However, No Dearness Allowance shall be allowed. The amount of transport allowance for the appointee shall be as follows:
- 4.2.3 Appointee drawing pay in level - 8 at the time of retirement will draw a transport allowance of Rs. 3,600/-.
- 4.2.4 Appointee drawing pay in level - 9 and above at the time of retirement will draw a transport allowance of Rs.7,200/-.

5. Leave

- 5.1 Paid leave of absence may be allowed at the rate of 1.5 days for each completed

month of service.

- 5.2 Accumulation of leave beyond a calendar year will not be allowed.

6. For Retired Government Servants:

- 6.1 The retired Govt. servant engaged as consultant shall continue to draw pension and Dearness Relief on pension during the period of his engagement as consultant.
- 6.2 The engagement as consultant shall not be considered as a case of re-employment.
- 6.3 Vigilance Clearance as per CVC guidelines (CVO Letter No. 21-VGL-024 dated 03.06.2021) shall be required prior to engagement of a retired Government servant as a Consultant.

7. Working Hours:

- 7.1 The engaged individual shall be required to observe the normal office timing and may also be called upon to attend the office on Saturday, Sunday or any holiday in case of urgency.
- 7.2 They shall mark their attendance in AEBAS mandatorily, failing which it may result in deduction of remuneration. The Income Tax or any other tax will be deducted at source as per Government instructions. Necessary TDS Certificate will be issued to them.

8. Confidentiality of data and documents

- 8.1 The engaged individual will maintain absolute confidentiality and secrecy of the information handled by him. The secrecy and confidentiality are to be maintained even after the termination of the engagement.
- 8.2 The Intellectual Property Rights (IPR) of the data collected as well as deliverables by the engaged individual/s produced for the Institute shall remain with the Institute. No claim against the same shall be made in this regard by the individual/s engaged.
- 8.3 No engaged individual shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of engagement for the Institute, without the express written consent of Institute / Ministry.

- 8.4 The engaged individual shall be bound to hand-over the entire set of records of assignment to the Institute before the expiry of the contract, and before the final payment is released by the Institute.
- 8.5 The engaged individual would be required to sign a Non-disclosure Agreement on Non-judicial stamp paper in the prescribed format. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during his/her engagement, without the express written consent of the Competent Authority.

9. Conflict of interest:

- 8.1 The engaged person, shall in no case represent or give opinion or advice to others in any matter which is against the interest of the Institute, nor will he indulge in any activity outside the terms of employment/contractual assignment.
- 8.2 The engaged individual shall not claim any benefit /compensation /absorption / regularization of service with this Institute under the provision of Industrial Disputes Act, 1947 or Contract Labor (Regulation and Abolition) Act, 1970.

10. Procedure of engagement:

- 10.1 The applications received shall be scrutinized by a duly constituted Screening Committee which shall formulate its own criteria for short listing and recommending suitable candidates for interview by a Selection Committee.
- 10.2 No TA/DA will be paid for attending the interview.
- 10.3 The Board reserves the right to cancel the Position advertised without assigning any reasons.

11. Termination of Contract

The Institute reserves the right to terminate the contract at any time without giving any notice and without assigning any reason. Some of the situations under which the Institute may terminate the contract are:

- (i) The person engaged on consultancy is unable to address the assigned work.
- (ii) Quality of the assigned work is not to the satisfaction of the Director/Institute.
- (iii) The person engaged is found lacking in honesty and integrity.

12. The power to interpret any of the guidelines or power to settle any dispute arising out of these guidelines shall lie with Head of Institution, YCB whose decision shall be final and binding on the engaged individual. Further, any

condition not explicitly covered under these guidelines shall be put up to Head of Institution, YCB for decision which shall be final and binding on the consultant.

13. The Board may adopt its own criteria to shortlist the candidates suitable for the duties and responsibilities associated with the particular position.
14. The Competent Authority Yoga Certification Board reserves the right to increase or decrease the number of positions advertised above as per the requirements.

15. APPLICATION PROCEDURE

- 15.1 The interested candidate should ascertain their suitability for the position as per the requirements and should possess the minimum essential qualifications/experience as prescribed above for each position.
- 15.2 Mere possession of the minimum essential requirements does not confer the right to selection to a candidate.
- 15.3 Interested candidates may submit their duly filled up application form along-with two recent passport photographs in the enclosed prescribed format signed and complete in all respects supported by the self-attested photocopies of the educational qualifications, experience, etc. with original documents for verification at the time of interview.
- 15.4 Incomplete / unsigned applications / applications are liable to be summarily rejected.
- 15.5 Canvassing in any form shall render a candidate liable for rejection from the selection procedure.

Registration shall begin sharp at 09:30 A.M. and no candidate will be entertained beyond 11:00 A.M. Interested persons possessing the requisite qualification, experience etc. should appear for Walk-in-Interview along with copies of testimonials duly self attested and two recent passport size on the date of interview with proforma and Related Documents along with original documents at Morarji Desai National Institute of Yoga (MDNIY).

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Copy for information and necessary action to: -

1. Consultant (IT) – To upload the same on Institute’s website immediately
2. Office of HoI YCB.
3. P.A. to Director, MDNIY

YOGA CERTIFICATION BOARD
Chanakyapuri, New Delhi

APPLICATION FOR THE POST OF:
(ON PURELY TEMPORARY CONTRACT BASIS)

Paste your
passport size
photo here

Name of the Candidate : _____
(In Block Letters)

Father's/Husband Name : _____

Date of Birth/Age : **DOB:** _____ **Age:** _____ **Years**

Category : **General/SC/ST/OBC** **Any other:** _____

Sex/Marital Status : **Sex:** **Male/Female** **Status:**

Married/Unmarried

Address (Permanent) : _____

Address (Correspondence) : _____

Contact Numbers : **Mobile:** _____ **Land Line:** _____

Email : _____

EDUCATIONAL QUALIFICATION:

| Exam passed | University/Board | Year of Passing | % of marks obtained |
|--------------------|-------------------------|------------------------|--------------------------------|
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EXPERIENCE

| Sl.No. | Name of the Institute | Post Held | Period | | Reason of Leaving |
|--------|-----------------------|-----------|--------|----|-------------------|
| | | | From | To | |
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If Retired, total working Experience: _____
at the time of retirement

Post Held: _____

PAY BAND & GRADE PAY: _____

ORGANIZATION: _____

WORKING KNOWLEDGE OF COMPUTER/INTERNET:

Any other Information _____

DATE:

SIGNATURE OF CANDIDATE

Name:

Note: Enclose self-attested copies of certificates/testimonials