

GOVERNMENT OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
DIRECTORATE GENERAL OF FOREIGN TRADE
OFFICE OF THE JOINT DIRECTOR GENERAL OF FOREIGN TRADE
4TH FLOOR, JASANI BUILDING, AMRUTA ESTATE,
M.G. ROAD, RAJKOT – 360001
Email: rajkot-dgft@nic.in

**ADVERTISEMENT FOR ENGAGEMENT OF YOUNG PROFESSIONALS IN THE
OFFICE OF THE JOINT DIRECTOR GENERAL OF FOREIGN TRADE, RAJKOT.**

Directorate General of Foreign Trade (DGFT) is an attached office of the Ministry of Commerce and Industry and is headed by the Director General of Foreign Trade. From its inception the organization has played a critical role in trade promotion.

DGFT is responsible for formulation and implementation of the Foreign Trade Policy with the main objective of promoting exports of the country. The various offices of DGFT known as Regional Authorities act as the field offices of the DGFT enabling implementation of the Foreign Trade Policy. The Regional Authority at Rajkot is one of the offices of DGFT and has jurisdiction over Saurashtra region of Gujarat.

The office of Joint DGFT, Rajkot invites applications for engagement as Young Professionals in various disciplines to work in policy formulation and implementation of the schemes under the Foreign Trade Policy. Working with DGFT provides an exciting opportunity to be a part of India's economic growth as well as grow professionally with experience.

Eligibility Requirements:

- 1. Age Criteria** – The age of the applicant must not exceed 30 years as on 31.07.2026.
- 2. Educational Qualification** –

Applicants possessing the following qualifications and experience shall be considered for engagement as Young Professionals:

Discipline	Qualification Required	Experience
Law	Bachelor/Master's (LLB/LLM) degree in the relevant discipline from a recognised university. Preference shall be given to candidates having specialization in Government Litigation matters.	Proficiency in computer skills is desirable.

3. Remuneration – The Young Professional will be paid a consolidated remuneration of ₹56000/- (Rupees Fifty-Six Thousand only) per month.

4. Total number of vacancies – 2 (Vacancy can be change at later stage).

5. General terms and conditions of engagement –

- i. The Young Professional will be paid a consolidated remuneration of Rs.56,000/- (Rupees Fifty-six Thousand Only) per month (minus Professional Tax/TDS as applicable) respectively, subject to periodic completion of work certified by the controlling Officer. They will not be entitled for any other allowance or facility in additional to the consolidated fee. They will not be entitled for any other allowance or facility in additional to the consolidated fee.
- ii. The engagement as Young Professional shall be initially for a period of one year which may be extended for next year maximum up to total three years. **After three years no further extension will be permissible under any circumstances. The engagement will be purely on a temporary basis.**
- iii. DGFT may require the Individual Young Professional to submit a Statement of Good Health from a recognized physician prior to commencement of work in any offices or premises of DGFT.
- iv. The Individual Young Professional shall be solely responsible for taking out and for maintaining adequate insurance required to meet any of its obligations under the Contract, as well as for arranging, at the Individual Young Professional's sole expense, such life, health and other forms of insurance as the Individual Young Professional may consider to be appropriate to cover the period during which the Individual Young Professional provides services under the Contract.

- v. The engagement as Young Professional is subject to verification of documents related to education qualification and experience. If any information / documents submitted by Young Professional are found false/wrong at any stage, his/her engagement will be terminated immediately and the appropriate action will be taken against him/her as per rules.
- vi. Working Hours shall normally be from 9.30 AM to 6.00 PM during working days including half an hour lunch break in between. However, in exigencies of work, Young Professional may be required to sit late and may be called on Saturday/Sunday and other holidays also.
- vii. The YP will be eligible for 1.5 days leave for each completed month during the period of one year, subject to the prior written approval of the controlling Officer. Un availed leave cannot be carried forward to the next year. Further, leave up to one month can be considered without remuneration with the prior approval of controlling Officer. However, in exceptional cases like need for professional development, training etc. this condition may be relaxed with the approval of Commerce Secretary, subject to official exigencies. Apart from this, the women Young Professional may be eligible for maternity leave as per the Maternity Benefit (Amendment) Act, 2017 issued by Ministry of Labour & Employment vide letter No. S-36017/03/2015-SS-I dated 12th April, 2017.
- viii. Young Professional will be governed by the Official Secrets Act, 1923, as amended from time to time and will not disclose to any unauthorized person(s) any information/data that come to their notice during the period of their engagement as 'Young Professional in the Department. All such information/records/papers/software/emails etc. will be property of Government.
- ix. Young Professional shall not represent them or otherwise make public with the intent to make a commercial advantage of their engagement with DGFT. He/she shall not, in any manner whatsoever, use the name, emblem or official seal of the Government of India or DGFT or any abbreviation of the name of DGFT, in connection with business or otherwise without the prior written permission of the competent authority of DGFT.
- x. Young Professional shall be expected to conduct him/her in accordance with the rules and regulations of the Government of India. He/she will be expected to demonstrate high moral character, integrity, secrecy of office and dedication to work while discharging his/her duties. In case his/her services are not found satisfactory or found

to be in conflict with the interest to the DGFT/Government of India, his/her services will be terminated forthwith, without any notice period or compensation.

- xi. In the unfortunate event of the death, injury or illness while serving DGFT, Young Professional or the next of kin shall not be entitled to any compensation or Appointment.
- xii. Young Professional will be required to submit a police verification report from their concerned police station and also submit a medical-cum-fitness certificate issued by any authorized Medical Practitioner prior to engagement.
- xiii. The engagement can be terminated at any time by the Directorate by giving 30 days' notice or pay in lieu thereof. Similarly, Young Professional may also disengage after giving notice for a similar period.
- xiv. The period of engagement would commence from the date of joining at DGFT.
- xv. The period of engagement as Young Professional will not confer any claim or right for subsequent engagement/employment with DGFT or any other Government Department at a later date.
- xvi. The Department reserves the right to terminate Young Professional at any stage in event of a serious failure to perform the task assigned or of failure to observe any standards of conduct.
- xvii. Young Professional may be required to travel to any place in India. While on tour, TA/DA will be admissible as to Assistant Section Officer of the Central Government.
- xviii. The Young Professionals will be required to submit a Non-Disclosure Agreement & Non- compete Agreement with cooling-off period on a Rs. 10/- stamp paper on the date of joining.

6. Application Procedure:

Interested and eligible candidates may apply through their valid email ID through Google Form. The applicant should submit their CV and supporting documents in the prescribed annexed format on intimation received from this office to rajkot-dgft@nic.in with the subject as "Young Professional Advertisement" on or before 31.07.2026.

For any further query, candidates may contact this office at rajkot-dgft@nic.in.

Annexure: Google Form

<https://docs.google.com/forms/d/e/1FAIpQLSdMxE2qnW13o3bWZMPWq8aPikq1n0tu5OVFpVf4VgDI12srwQ/viewform?usp=dialog>

Copy to:-

1. EGTF, DGFT HQ, with request to upload on website.