भारत सरकार /GOVERNMENT OF INDIA
वाणिज्य एवं उद्योग मंत्रालय /MINISTRY OF COMMERCE & INDUSTRY
कार्यालय संयुक्त महानिदेशक विदेश व्यापार कार्यालय/ OFFICE OF THE JOINT DIRECTOR GENERAL OF FOREIGN TRADE
बी.एस एन एल भवन, ओल्ड सी टी ओ कंपाउंड, रेजीडेंसी एरिया, इंदौर **452001**.
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Date: 23.10.2026

ADVERTISEMENT FOR ENGAGEMENT OF YOUNG PROFESSIONALS IN RA-INDORE/BHOPAL, DIRECTORATE GENERAL OF FOREIGN TRADE, MINISTRY OF COMMERCE.

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 through regulation. Keeping in line with policies of liberalization and globalization introduced in 1991 and the overall objective of increasing of exports, DGFT has since been assigned the role of “facilitator”. The shift was from prohibition and control of imports/exports to promotion and facilitation of exports/imports, keeping in view the interests of the country.

2. DGFT is responsible for formulation and implementation of the Foreign Trade Policy with the main objective of promoting exports of the country. This Directorate also issues scrips/authorizations to exporters and monitors their corresponding obligations through a network of 24 regional offices.

3. The various offices of DGFT, known as Regional Authorities (RA) act as the field offices of the DGFT, enabling implementation of the Foreign Trade Policy and RA Indore/Bhopal are regional offices of DGFT due to the bustling trade in and around Indore, the office offers great opportunity for learning.

4. The Office of Joint DGFT, Indore/Bhopal invites applications for engagement as Young Professionals in various disciplines to work on implementation of the schemes under the Foreign Trade Policy.

5 The number of vacancies for engagement of Young Professionals on a contract basis in the Office of the Additional DGFT, Indore is three (3) [02 for RA Indore and 01 for RA Bhopal].

6. The disciplines for which Young Professionals would be engaged and the required essential qualifications for each are as under:

#	Position	Qualification	Age Limit	Experience
	Young Professional (YP)	**1. Legal:** LLM/LLB and PG Diploma in any legal subject. **2. General Management #:** MBA or equivalent from an institution having NIRF ranking up to 100 in Management category as per the latest NIRF ranking/Masters in Public Policy/ International Trade.	Below 40 years of age as on 01 September. 2026	Minimum one year post qualification experience in relevant field with proficiency in Computer skills

7. General terms and conditions of engagement:

i) The Young Professionals will be paid a consolidated fee of Rs.**56000/-** per month (minus Professional Tax/TDS as applicable), 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.

ii) The engagement as Young Professional shall be initially for a period of one year which may be extended up to three years. **After three years no further extension will be permissible under any circumstances. The engagement will be purely on a temporary basis**.

iii) The competent authority in the DGFT/Joint .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 Department of Commerce/Office of the Joint 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 Professionals is subject to verification of documents related to educational qualification and experience. If any information/documents submitted by Young Professionals are found false/wrong

at any stage, his/her engagement will be terminated immediately and 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 at 1.30pm. However, in exigencies of work, Young Professionals may be required to sit late and may be called on Saturday/ Sunday and other holidays also.

vii) Young Professionals will be eligible for 18 days leave during the period of one year, on pro-rata basis subject to the prior written approval of the controlling Officer. Unavailed 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 Professionals 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 Professionals shall not represent them or otherwise make public with the intent to make a commercial advantage of their engagement with DGFT/Office of Joint DGFT. He/she shall not, in any manner whatsoever, use the name, emblem or official seal of the Government of India or DGFT/Office of Joint DGFT or any abbreviation of the name of DGFT/Office of Joint DGFT, in connection with business or otherwise without the prior written permission of the competent authority of DGFT/Office of the Joint 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 3 75/03/2025/HRD/Mumbai I/1318/2026 interest to the DGFT/Office of Addl.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/Office of Joint DGFT, Young Professional/Consultant or the next of kin shall not be entitled to any compensation or Appointment.

xii) Young Professionals will be required to submit a police verification medical-cum-fitness certificate issued by any authorized Medical Practitioner prior to engagement.

xiii) The engagement can be terminated at any time by the Department 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 the Office of the Joint DGFT.

xv) The period of engagement as Young Professional will not confer any claim or right for subsequent engagement/employment with DGFT/Office of Joint DGFT or any other Government Department at a later date.

xvi) The competent authority in the DGFT/Office of Joint DGFT 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 Professionals 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

8. Interested and eligible candidates only should apply, using their valid email ID, along with supporting documents, will email to **indore-dgft@nic.in on or before 30.11.2026** with the subject: Application for Young Professional; A hard copy of the application may also be sent to this office at the following address**: O/o Joint DGFT, BSNL Bhawan, Old CTO Compound, residency Area, Indore 452001.**

(ABHISHEK SHARMA)
Joint Director General of Foreign Trade
(Admn/HRD)

NOTE: It is mandatory for all applicants to fill the application form provided in the above mentioned Google link and also to submit signed Application form provided below along with the Resume, copy of PAN card, Aadhar card and copies of relevant qualification documents. **Incomplete application or applications received after due date will be rejected.**

Application Form for Young Professional

Latest Photo

1. Name (in Block Letters) :
2. Date of Birth :
3. Gender: Male/ Female :
4. Email ID :
5. Mobile Number :

6. Residential Address :

7. Educational Qualification:

S.No.	Qualification Type	Year of Passing	Subject/ Specialization	University/ Institute	Class/Division Marks obtained

8. Work Experience (In reverse order, starting from the latest). If any :

S.No.	Name of Employer	Designation	Responsibilities Assigned	From (Date)	To (Date)

9. Any other information which the candidate may like to submit:
(May attach separate sheet if required)

I declare that the information furnished above is true and correct to the best of my knowledge & belief. I understand that if at any stage, it is found that any information given in this application is false/incorrect or that I do not satisfy the eligibility criteria, my candidature/engagement is liable to be cancelled/terminated. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

Place:

Date : Signature of the applicant