



GOVERNMENT OF INDIA

OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, WEST BENGAL & SIKKIM

Aayakar Bhawan, P-7, Chowringhee Square, Kolkata – 700 069

Phone: (033) 2213 6150 Email: kolkata.dcit.hq.admin.vig@incometax.gov.in

NOTICE INVITING APPLICATION

Young Professional Scheme, 2023

Applications are invited from Young Graduates in Law & Accountancy who are rich in domain knowledge under the Young Professional Scheme, 2023 of Income Tax Department for assisting Departmental Officers posted in Income Tax Appellate Tribunal, Kolkata Bench.

1	Name of the position	Young Professional
2	Number of Positions	04 (Four)
3	Date of Advertisement	15.12.2025
4	Age Limit	Candidates should not exceed 35 years of age as on the date of advertisement
5	Period of contract	01 (One) year
6	Location	Kolkata (West Bengal)
7	Remuneration per month	Rs. 60,000/- (Lump Sum)
8	Last date of receipt of Applications	22.12.2025 (By 04:00 PM)
9	Place of submission of Applications	For Online submission, application may be sent at the email address: kolkata.dcit.hq.admin.vig@incometax.gov.in and For Offline submission, the application may be submitted in person or be sent by post to the Office of the DCIT, Headquarters (Coordination), Kolkata, at Room No. 2/14, Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700 069.

The details regarding educational qualification and other terms & conditions as well as the Application Form may be downloaded from the DEPARTMENTAL CIRCULAR section of the official website of the Income Tax Department, West Bengal & Sikkim Region: www.incometaxkolkata.gov.in

Incomplete application and/or applications received after 04:00 PM of 22.12.2025 shall be summarily rejected and no correspondence in this regard will be entertained.

Sd/-
Ashutosh Kumar Sahu, IRS
Deputy Commissioner of Income Tax, Hqrs. (Admn. & Vig.), Kolkata
For Pr. Chief Commissioner of Income Tax, West Bengal & Sikkim

Government of India
Ministry of Finance,
Department of Revenue
Office of Principal Chief Commissioner of Income Tax,
(West Bengal & Sikkim)

ADVERTISEMENT

With a view to augment departmental representation in ITAT, the Young Professional Scheme envisions engagement of Young Graduates in Law & Accountancy who are rich in domain knowledge. Such resources would aid the departmental officers in preparation of the cases admitted for hearing in Tribunals. In addition, they will also take up research/study work encompassing critical areas of tax litigation for effective litigation management.

2. Income Tax Department is looking for engaging a pool of talented Young Professionals (YPs) as per the following details: -

1	Name of the position	Young Professional
2	Number of Positions	04 (Four)
3	Date of Advertisement	15.12.2025
4	Age Limit	Candidates should not exceed 35 years of age as on the date of advertisement
5	Period of contract	01 (One) year
6	Location	Kolkata (West Bengal)
7	Remuneration per month	Rs. 60,000/- (Lump Sum)

8	Education Qualification	<p>Essential qualification.</p> <p>Indian Nationals holding Graduate / Post Graduate degree in Law from recognized Universities, Colleges and Institutions of National and International repute, and/or Chartered Accountant.</p> <p>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.</p> <p>Preferred Qualification</p> <p>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.</p> <p>Candidate having skills in information & communication technology (ICT) with good communication and interpersonal skills shall be preferred.</p>
9	Job Description	<p>The Young Professionals will be attached with the office of CsIT (DR) or Sr. DR in the Income Tax Appellate Tribunal 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.</p>
10.	Selection Process	<p>Selection process would involve two stages:</p> <p>Screening and Interview</p>

3. Mode of submission of Applications (Online/Offline):

For Online application may be sent at the email address: kolkata.dcit.hq.admin.vig@incometax.gov.in. & For Offline submission, the application may be submitted in person or be sent by post to the Office of the DCIT, Headquarters (Coordination), Kolkata, at Room No. 2/14, Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700 069.

4. 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.

5. Last date of receipt of Applications is **22.12.2025 by 04:00 P.M.** Incomplete application and/or applications received after the due date and time shall be summarily rejected and no correspondence in this regard will be entertained.

6. Applicants must provide their full and legible signature in the application form. Forms with incomplete or unclear signatures will be rejected.

7. In case of any discrepancy or ambiguity in the instructions, the English version shall prevail and will be treated as final.

Encl: Application Form

APPLICATION FORM FOR YOUNG PROFESSIONAL SCHEME

Paste a recent
passport-size colour
photograph with
white background,
without spectacles
or cap, and with
both ears clearly
visible

[Entire form will be filled in Block letters and with Black ball point pen]

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

Qualification (Essential)

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

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

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

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

Qualification (Preferred/desirable)

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

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

13. Relevant experience (Add more sheets if necessary)

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

14. 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.

Full signature of the applicant

Place:

Date:

Full name of the Applicant

Secrecy / Non-Disclosure Agreement

1. General:

As a Young Professional of the Income Tax Department and in consideration of the stipend now and hereafter paid to me, I shall devote all my efforts to furthering the best interest of the Income Tax Department. During the subsistence of my tenure in the Income Tax Department, I will not engage in any activity that:

"Conflicts with the interest of Income Tax Department' as a Legal Entity, including without limitation, any business activity not contemplated by this agreement".

2. Non-Disclosure Clause:

- a) That I do hereby recognize and understand that all confidential and/ or proprietary information, in any media like print, electronic, etc., belonging to and / or in possession of Income Tax Department, which is received, accessed, and / or used by me during the course of my engagement with Income Tax Department, shall not be shared with or given access to any entity be me, including the media.
- b) All obligations regarding prevention of disclosure of confidential information and obligations to provide notice under this Agreement shall be effective for the currency of the main Agreement and also for an indefinite period from the date of its expiration or termination, as the case may be.

3. Absolute ownership:

- a) That I do hereby recognize and understand that the Income Tax Department is the absolute, unrestricted and exclusive owner of the confidential or proprietary technical, financial, marketing, business information of Income Tax Department, including without limitation, concepts, techniques, processes, methods, clients, cost data, development or experimental work, work in progress, customers and suppliers internet websites or ecommerce solutions, books etc., used by me in the course or my engagement in office of the Income Tax Department.
- b) I agree that I shall not in any manner whatsoever, represent and / or claim that I have any interest by way of ownership, assignment or otherwise in the same.
- c) The Income Tax Department shall be sole owner of any Intellectual Property rights developed during the subsistence of this Agreement. I hereby waive and relinquish all claims of any nature whatsoever that I now or hereafter may have for infringement of any Trade Mark, Copy right and Patent resulting from the subsisting activities for any inventions so assigned to Income Tax Department.

4. Breach of Contract:

I acknowledge that any violation by me under this declaration / agreement, and / or any obligation of like nature, will cause irreparable damage to Income Tax Department, and Income Tax Department shall be entitled to extraordinary relief in any court of India, including, my expulsion from Office of Income Tax Department with no leaving /character certificate, blacklisting from participating in any Income Tax Department or related activities, withholding of any pending remuneration, appropriate legal action, temporary restraining orders, preliminary injunctions, and permanent injunctions, without the necessity of submitting bond of security.

HAVING READ AND FULLY UNDERSTOOD THIS AGREEMENT, I have signed my name on this _____ day of _____ 202_____.

Name of Young Professional:

Full signature: