



**CENTRE FOR WTO STUDIES**  
**Centre for Research on International Trade**  
8th floor, NAFED House, Ashram Chowk,  
Ring Road, New Delhi -110014



## **Advertisement for Recruitment of “Assistant (Finance)”**

The **Centre for WTO Studies (CWS)** was established by the Ministry of Commerce and Industry, Government of India, at IIFT with its' primary objective to provide sound and rigorous analyses of legal issues pertaining to international trade and investment law. CWS functions as a think tank and an advisory centre to government departments and agencies in the areas of domestic regulations and internal policies, and trade and investment negotiations.

**The Centre intends to engage Two (2) “Assistant (Finance)” through Outsourced vendor (Agency) on contractual basis for a period of one year.**

**Terms and conditions of contract for the above positions are as under:**

- The engagement will be on contract basis through the Outsourced Agency for the period of one year, with a possibility of further extension upon the performance of the candidate and requirement of the organisation.
- The contractual engagement shall not confer any right or claim for regularisation or continuance in service. The engagement can be terminated by any party by giving one month's notice in written or payment of consolidated remuneration of one month in lieu.

**Essential Qualifications and Experience:**

**Master's degree in Commerce / Accounts** from a recognised university or equivalent with at least 55% marks **with three years of experience** in the related field.

**OR**

**Bachelor's degree in Commerce / Accounts** from a recognised university or equivalent with at least 55% marks with **at least five years of experience** in the related field

**Desirable Skills:**

- i. Expertise in Financial Management / Accountancy
- ii. Experience of working with Government think tank or a similar agency / Public / Private / Government Organisations / Autonomous Bodies or Educational/Research Institutions / PSU
- iii. Understanding of Government Procurement and General Financial rules 2017.



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- iv. Well versed with Computers and the available various accountancy related software like Tally etc.
- v. Bank Reconciliation/debtor monitoring
- vi. Deduction and deposit of taxes/deduction and deposit of GST.
- vii. Preference will be given to persons having knowledge/experience in Autonomous Bodies/PSUs /Govt. Sectors. The above experience criteria may be incorporated in the advertisement please.

**Note:** All the candidates will be required to appear in the written examination as per the scheme of examination prescribed by the Institute. The selected candidates will be engaged through an Outsourced Agency and pay will be released by the Agency.

**Age limit:** 35 years as on the last date of receipt of applications.

**Tenure:** The appointment will be recruited on contractual basis for a period of one year, which could be extended further depending upon the performance of the candidate and requirement of the Centre.

**Remunerations:** The candidate will be paid a consolidated salary of Rs. 35,000 to Rs. 40,000 per month depending upon the experience and performance in the examination.

Interested Indian nationals fulfilling the above-mentioned eligibility criteria are encouraged to submit their resume through e-mail: [recruitment.cws@iift.edu](mailto:recruitment.cws@iift.edu) to the **CWS latest by 23 January 2026**.

The shortlisted candidates will have to go through the written examination and further will be interviewed by the Interview Panel at the Centre for WTO Studies (8th Floor), NAFED House, Siddhartha Enclave, Ashram Chowk, Ring Road, New Delhi – 110014. An intimation about the date and time of the written exam and interview will be given in due course to the **shortlisted candidates only**. Only the selected candidates will be informed of the selection and would need to join immediately. No correspondence whatsoever will be entertained from the candidates.