

**Dated: 03.07.2026**

**VACANCY CIRCULAR FOR FILLING UP THE POSITION OF “PRINCIPAL RESEARCHER,  
CENTRE FOR INSOLVENCY AND BANKRUPTCY” AT A MONTHLY CONSOLIDATED  
REMUNERATION OF RS. 1.50 LAKH ON PURELY CONTRACTUAL BASIS.**

**1. ABOUT IICA**

- 1.1 Indian Institute of Corporate Affairs (IICA), Manesar has been established as an autonomous institution and been registered under the Societies Registration Act, 1860 by Ministry of Corporate Affairs, Government of India with the aim to establish and operate a world class institution dedicated to advancing the field of Corporate Affairs as a holistic, interdisciplinary discipline covering areas such as management, finance, law, governance, sustainability, ethics, technology, and global business, develop a new academic discipline on “Corporate Affairs” and offer courses and training programs to create future ready business leaders, regulators, professionals and entrepreneurs. The Institutes serve as a Government think tank and provides comprehensive advice on corporate laws, policies, governance, regulation and emerging corporate challenges, act as a collaborative platform bringing together government, industry, professionals and other stakeholders to enhance corporate governance, provide high quality research, consultancy and information services to governments and corporate.
- 1.2 IICA deals with the entire ecosystem with a focus on niche areas, such as Corporate Governance, MSME, Independent Directors, Environmental-Social-Governance, Corporate Social Responsibility, Business and Human Rights, Valuation and Financial Reporting, Insolvency and Bankruptcy, Alternate Dispute Resolution, Corporate Law, Competition Law etc. IICA also provides capacity building training to Group ‘A’ Government Officers and public and private sector board members and executives through its five Schools and eleven Centres.
- 1.3 The IICA Campus is spread across a sprawling 14 acres and has state-of-the art infrastructure. The campus has residential blocks, hostel facilities for staff and students, recreational centre, a well stocked library, an in-house auditorium and an efficient knowledge management system.
- 1.4 IICA hereby invites applications from the interested and eligible candidates to fill-up the position of Principal Researcher, Centre for Insolvency and Bankruptcy at a monthly consolidated remuneration of Rs. 1.50 Lakh on purely contractual basis. The details of vacancy and applicable eligibility conditions, etc. are at **Annexure-I**.

**2. SUBMISSION OF APPLICATIONS:**

- 2.1 Candidates desirous of applying for the aforementioned positions are advised to satisfy themselves that they fulfill the educational qualifications and experience criteria prescribed for the post/(s) against which they intend to apply.
- 2.2 Please read carefully the detailed instructions appended to this vacancy notification.
- 2.3 The applications in the prescribed proforma along with requisite documents should reach “Administrative Officer, Indian Institute of Corporate Affairs, Plot No.6,7&8, Sector-5, IMT Manesar, District- Gurugram (Haryana), PIN-122052 by 27.07.2026, 5.00 P.M. The applications received after the closing date/time shall not be entertained.

### **3. COMPENSATION**

The selected candidate shall be paid a monthly consolidated remuneration of Rs. 1,50,000/-. No other allowances or benefits like Dearness Allowance, Transport Allowance, House Rent Allowance, Leave Travel Concession (LTC), medical facilities and other compensation packages shall be admissible.

### **4. LEAVES**

Leave shall be granted as per policy of the Institute.

### **5. METHOD OF SELECTION**

- 5.1 All applications received up to due date/time will be screened with reference to the minimum educational qualifications and experience criteria prescribed for the position/(s) and only shortlisted candidates would be called for making presentation and/or interview before the duly constituted selection committee on a date/time which shall be communicated separately. The Institute reserves the right to devise its criteria for short listing of candidates for all the positions advertised. The duly constituted Selection Committee will shortlist the candidates adopting such criteria. Candidates are advised to mention in the application all the qualifications and experience in the relevant area over and above the minimum prescribed qualification, and ensure that all details are complete, accurate and correct.
- 5.2 Decision of IICA in all matters relating to eligibility, acceptance or rejection of any/all applications, fixing the eligibility criteria, equivalence of qualifications, mode of screening/selection, conduct of test/examination/interview, will be final and binding on the candidates.

Sd/-  
(Anil Kumar)  
Administrative Officer  
Phone: +91-124-2640086

**Details of vacancy and applicable eligibility conditions**

S. No.	Brief Heading	:	Details of the requirement / contents for the Brief Heading
1.	Nomenclature of Position	:	Principal Researcher [Insolvency and Bankruptcy]
2.	No. of position	:	01 (One)
3.	Consolidated remuneration	:	Rs. 1.50 Lakh per month
4.	Mode of Recruitment	:	Contract : Maximum 05 years, extendable on year-to-year basis based on performance.
5.	Educational Qualifications & Experience required	:	<p>a) Consistently good academic record with Master's Degree in Economics, Finance or PGIP/ LLM (Insolvency) OR Master's degree in a relevant/allied/concerned discipline or equivalent;</p> <p>b) An eminent scholar with published research work to his credit in the concerned/allied/ relevant discipline.</p> <p>c) A minimum of five (05) years' experience of teaching/industry/ research/ professional.</p> <p style="text-align: center;">OR</p> <p>In the event the candidate is from industry and the profession, the following shall constitute as essential requirement to be eligible to apply for the post:</p> <p>a) Consistently good academic record with Master's Degree in a relevant/allied/ concerned discipline or equivalent;</p> <p>b) An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge and practice in the concerned/allied/relevant discipline, to be substantiated by credentials.</p> <p>c) The candidate should have professional work experience of minimum ten (10) years' of relevant/allied experience in industry/profession.</p>
6.	Desirable Qualification	:	PhD in relevant Subject
7.	Maximum age limit to apply (As on closing date)	:	Less than 65 years as on date of closing date of advertisement. However, condition may be relaxed in case of exceptional candidate.
8.	Brief description about Centre for Insolvency and Bankruptcy	:	The Centre for Insolvency and Bankruptcy and has been set up to promote research and to provide professional education and training in the field of insolvency and bankruptcy laws, and public policy. The Centre attempts to develop a holistic approach to professionalizing insolvency law education within the larger context of society and the economy. In response to the growing needs for professionals, the Centre launched atwo year Graduate Insolvency Programme (GIP/Programme) in 2019. The Programme attempts to foster an interdisciplinary environment that has the potential to engender cross-fertilization of ideas across knowledge formations while transcending the artificial divisions between academia and the world of practice. It has been designed to foster critical thinking and develop a climate of conceptual analysis and introspection to inculcate a spirit of rational inquiry among the students. The best of academic resources, including the latest technologies are used in the curriculum transaction; students are trained to develop relevant skills that match globally accepted standards of excellence. The Centre sees immense opportunity in the creation of new knowledge in areas of contemporary relevance.
9.	Job Description	:	<ul style="list-style-type: none"> <li>• Conduct in-depth qualitative and quantitative research on insolvency and bankruptcy laws, regulations and judicial precedents;</li> <li>• Design and implement research methodologies, including field based research, surveys, interviews and stakeholder consultations;</li> <li>• Prepare research reports, research papers, actionable findings and</li> </ul>

		<p>presentations ;</p> <ul style="list-style-type: none"> <li>• Maintain and utilize legal research databases and data collection tools for evidence based analysis;</li> <li>• Manage multiple concurrent research projects, ensuring timely delivery and high-quality outcomes;</li> <li>• Track and analyze developments in insolvency frameworks (domestic and international)</li> <li>• Prepare research notes, case briefs, comparative studies and policy analyses;</li> <li>• Analyze economic and financial data relevant to insolvency proceedings and restructuring;</li> <li>• Monitor regulatory updates, amendments;, and circulars issued by relevant authorities;</li> <li>• Maintain and utilize legal research databases, reference materials and data collection tools for evidence based analysis;</li> <li>• Collaborate with legal, financial and policy professionals on interdisciplinary projects;</li> <li>• Review existing law/policy/ guidelines issued by the Competent Authorities nationally and internationally and monitor changes in the legislation/laws/rules/regulations and assess its impacts;</li> <li>• Participate in conferences, workshops and seminars to stay updated on industry best practices;</li> <li>• Capacity building /training initiatives to enhance on awareness within IICA;</li> <li>• Publish studies, reports and case studies on best practices and success stories;</li> <li>• Collect data through surveys, interviews, focus group discussions and field visits;</li> <li>• Review literature, government reports, industry publications and academic journals on insolvency and bankruptcy;</li> <li>• Ensure data accuracy, integrity and ethical research practices;</li> <li>• Evaluate the impact of existing law/policies, identifying challenges, gaps and shortcomings, barriers, Regulatory and compliance issues, if any;</li> <li>• Design, delivery and quality assurance of short/long term courses on and ensure their viability and visibilities to the prospective participants;</li> <li>• Connect with insolvency and bankruptcy researchers, policymakers and implementers;</li> <li>• Design, delivery and quality assurance of short/long term courses, capacity building and skill development programmes and ensure their visibilities and viability to the prospective participants and to maintain financial sustainability of the research and projects;</li> <li>• Overall monitoring and evaluation of focused programmes;</li> <li>• Prepare file notes with technical, policy and financial justifications, as required for approvals and institutional processes.</li> <li>• Undertake any other task assigned by the Reporting Officer in furtherance of the Institute’s mandate.</li> </ul>
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INSTRUCTIONS AND GUIDELINES TO CANDIDATES

**1. CITIZENSHIP:** Applicant must be an Indian Citizen.

**2. MINIMUM EDUCATIONAL QUALIFICATIONS:** All applicants must fulfill the essential minimum educational qualifications required for the post and other conditions as stipulated in **Annexure-I** of this vacancy circular. They are advised to satisfy themselves before applying that they possess at least the essential qualifications and experience laid down for the posts applied for.

**Note I:** The prescribed essential qualifications are the minimum and mere possession of the same does not entitle the candidates to be called for the presentation and/or Interview.

**Note II:** The candidate should mention all the qualifications and experience in the relevant field over and above the minimum qualifications and should attach self attested copies of the Certificates including mark sheets in support thereof.

**Note III:** In support of Educational Qualifications, mere submission of the mark sheets alone in lieu of Degree/Diploma/Certificates will not be accepted by the IICA.

**Note IV:** The provisional claim whatsoever in regard to eligibility criteria for the post/(s) will not be accepted by the IICA.

**Note V:** The crucial date of determining the eligibility, educational qualifications, experience and age limit prescribed for the various positions mentioned in Annexure-I shall be the last date prescribed for submission of applications in this vacancy notice.

**3. HOW TO APPLY**

Candidates must carefully read the instructions and apply only in the prescribed Application Format given at **Annexure-III**, which can also be downloaded from the website of IICA at [www.iica.nic.in](http://www.iica.nic.in).

- ii) The application should be submitted strictly in accordance with the prescribed format. Any alternations/cuttings/over-writing should be duly countersigned by the Candidate.
- iii) Before filling in the application form, the candidate must be sure of fulfilling the eligibility criteria with respect to age, educational qualifications and experience etc. for the post being applied for. His/her candidature shall stand cancelled in case the candidate does not fulfill the eligibility criteria and/or has furnished incorrect/false information/certificate/documents or has suppressed any material fact/(s).
- iv) The institute will communicate only with shortlisted candidates. The shortlisted candidates would be called for making presentation and/or interview before the duly constituted selection committee which shall be held at IICA Campus, Manesar or through video conference on a date/time which will be communicated separately.
- v) The applications, complete in all aspects must reach the **“Administrative Officer”, Indian Institute of Corporate Affairs, Plot No.6,7 & 8, Sector-5, IMT Manesar, District-Gurugram (Haryana), PIN-122052** on or before the prescribed closing date. The applications received after last date/time prescribed shall not be entertained.

**Note I:** Candidates should clearly note that the IICA will in no case be responsible for non-receipt of their application or any delay in receipt thereof on any account whatsoever. **The** applications received after the prescribed last date/time will **NOT** be entertained under any circumstances and all such applications will be summarily rejected. Candidates should, therefore, send their application/(s) so as to reach IICA's on or before the prescribed last date/time.

**Note II:** Candidates can also **deliver** their application/(s) in person at the Reception of Indian Institute of Corporate Affairs (IICA), Plot No.6,7 & 8, Sector-5, IMT Manesar, District- Gurugram (Haryana), PIN-122052 under proper acknowledgement.

**Note III:** Applications received through couriers or courier services of any type shall be treated as having been received 'BY HAND' at the IICA's Reception.

- vi) Candidates are required to superscribe the words '**APPLICATION FOR THE POST**' on the top of the envelope while submitting their application.
- vii) Any dispute arising out of this recruitment process shall be subject to the **sole** jurisdiction of the Courts in Haryana.

**4. CERTIFICATE/(S) TO BE ATTACHED:**

Candidates should note that they should attach with their application self- attested copies of the following documents:

- (i) Matriculation or equivalent certificate in support of their declaration of age;
- (ii) Degree or Diploma Certificate or other certificate including mark-sheets in support of their educational qualifications;
- (iii) If the qualification possessed by the candidate is equivalent, then the authority (with number and date) under which it has been so treated must be indicated;
- (iv) Certificate/(s) from the Head/(s) of Organization/(s)/Department/(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay, as the case may be. The certificate/(s) should also mention the nature of duties performed/experience obtained in the post/(s) with duration/(s). These certificates should be issued on Letter Head and duly stamped by the Competent Authority.

**NOTE:**

- I. ORIGINAL CERTIFICATE/(S) SHOULD NOT BE SENT WITH THE APPLICATION. THESE SHOULD BE PRODUCED AT THE TIME OF PRESENTATION AND/OR INTERVIEW.**
- II.** Candidate should note that the date of birth only as recorded in the Matriculation, Higher Secondary Examination Certificate or an equivalent certificate will be accepted by the IICA and no subsequent request for its change will be considered or granted.
- III.** If copies of the above certificates are not received with the application, it will be rejected and no appeal against its rejection will be entertained.

**5. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:**

Candidates must not furnish any particulars that are false or suppresses any material information in filling up the application form. Candidates must also not furnish the certificate(s)/document(s) having any correction or alteration or any tampering in a document or its attested copy submitted by them. If there is any inconsistency between two or more documents or their attested copies, an explanation regarding such inconsistency should be submitted.

**6. OTHER INFORMATION / INSTRUCTIONS:**

- (i) No TA/DA shall be permissible to attend the interview.
- (ii) Candidates must be of sound health. If selected, they will have to undergo such medical examination and satisfy such medical authority , if required.
- (iii) No interim correspondence or personal enquiries shall be entertained by the Institute. The IICA, on conclusion of recruitment process, will publish the final results on its web-site. IICA will, therefore, not entertain any query regarding recruitment/selection process in the intervening period. Further, IICA will not enter into any correspondence with the candidates about reasons for their non-selection.
- (iv) Canvassing in any form will disqualify the candidate.

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**APPLICATION FORM**

NAME OF THE POST APPLIED FOR: \_\_\_\_\_

Mode of Recruitment: **Contract**

The Application form should be filled in by the candidate in his/her own hand writing neatly and legibly in **BLOCK CAPITALS** only. Separate sheets may be attached wherever the space in a column is found inadequate.

Note: A. Attach separate sheets in case of insufficient space in any column

B. Attach only copies of the qualifying degree(s)/certificates

Photograph  
of the  
candidate  
(self attested)  
3cm. × 5 cm.

1. Candidate's Name: \_\_\_\_\_  
(In BLOCK LETTERS)
2. Father's/Husband's name \_\_\_\_\_
3. Date of Birth (DD/MM/YYYY): \_\_\_\_\_
4. Age as on (Closing Date) :( Years) \_\_\_\_\_ (Months) \_\_\_\_\_ (Days) \_\_\_\_\_
5. Nationality: \_\_\_\_\_
6. Marital Status: \_\_\_\_\_
7. Sex (Male/Female): \_\_\_\_\_
8. Permanent residential: \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_  
PIN \_\_\_\_\_
9. Address for correspondence: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_  
PIN \_\_\_\_\_
10. (a) Telephone No. (With STD Code): \_\_\_\_\_

(b) Mobile No.: \_\_\_\_\_

(c) Fax No. (With STD Code): \_\_\_\_\_  
(If any)

11. E-Mail address: \_\_\_\_\_

12. (a) Present Employer : \_\_\_\_\_

(b) Status of Present employer:

- (i) Central Government (ii) State Government  
(iii) Autonomous Organization (iv) Public Sector Undertaking (PSU)  
(v) Others

(c) Present post held \_\_\_\_\_

(d) Complete postal address of employer \_\_\_\_\_  
\_\_\_\_\_

13. Educational Qualifications (From matriculation onwards):

S. No.	Examination & School/College/Institute	University/Board	Year of Passing	Division/Grade	Percentage of marks	Subject (s)

(Attach a separate sheet if required)

14. Membership in Professional bodies (If any): \_\_\_\_\_

15. Details of publications [Peer reviewed national and international journals, Chapters in Books, Books] of the candidate [*Publications in newspapers and popular magazines will not be considered*]

S. No.	Title of the paper/book	Year of publication	Details of Publication	Details of co-author/s, if any	Subjects

16. Academic Experience (In chronological order)

S. No	Name of the Institution/Organization	Post held	Pay Scale	Nature of appointment (permanent/ad-hoc/temporary)	Period		Nature of work	Last Basic Pay (in Rs.)	Reason/ (s) for leaving
					From	To			
Total Academic Experience					Years .....				
					Months....				

(Attach a separate sheet if required)

17. Industry/ Professional Experience

S. No.	Name of the Institution/ Organization	Period		Designation	Fulltime/Part-time	Reason/ (s) for leaving
		Form	To			
<b>Total Industry/Professional Experience</b>		<b>Years..... Months.....</b>				

*(Attach a separate sheet if required)*

18. (a) Language(s) known : (i) \_\_\_\_\_ (ii) \_\_\_\_\_ (iii) \_\_\_\_\_

(b) Proficiency : (i) Read/Write/Speak (ii) Read/Write/Speak (iii) Read/ Write/ Speak

19. Achievement (s)/Award(s): \_\_\_\_\_

20. Extra-curricular activities: \_\_\_\_\_

21. Hobbies: \_\_\_\_\_

22. Any other information: \_\_\_\_\_

23. Name and address with telephone numbers of two references  
**(other than relatives)**

1.

2.

24. Please enclose a write-up justifying your suitability for the post you have applied (in not more than 200 words, preferably in bullets).

25. I, do hereby declare that-

- i. In view of the information submitted above, I am eligible for the post applied for.
- ii. I have never been punished or been convicted by any Court of Law for any offence.
- iii. There are no criminal proceedings contemplated / pending against me.
- iv. I have never been punished / debarred by any Central / State Government, Statutory / Autonomous Body and the IICA in past for appearing in any examination.
- v. All statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after selection, my candidature will stand cancelled and all my claims for the recruitment/selection forfeited. I have carefully read the instructions and guidelines issued for the candidates.

Date:

Place:

Signature of the candidate