



**Indian National Centre for Ocean Information Services (INCOIS)**  
**An Autonomous Body under the Ministry of Earth Sciences (MoES), Govt of India**  
**“Ocean Valley”, Pragathi Nagar (BO), Nizampet (SO), Hyderabad, Telangana-500090**

**Advt. No. INCOIS/RMT/01/2026**

Indian National Centre for Ocean Information Services (INCOIS), an Autonomous Body under the Ministry of Earth Sciences (MoES), Govt. of India is a knowledge and information technology enterprise for the oceanic realm, pursuing focused programmes in the areas of Ocean Observations, Ocean Modeling and Ocean Information & Advisory services including Tsunami Early Warning. More details about INCOIS are available at [www.incois.gov.in](http://www.incois.gov.in).

INCOIS invites applications from eligible Indian Nationals for selection in engagement on regular mode in various projects on Direct Recruitment. Details about the positions, reservation, academic qualifications, age, experience, pay and responsibilities of the positions, format of application and other general conditions are given below:

Name of the Post	Scientific Assistant	Scientist ‘C’
No. of Posts	03	02
Mode of Recruitment	Direct Recruitment	On Deputation
Age Limit	28 Years	56 Years

<b>Post Code No. 01</b> <b>Name of the Post : Scientific Assistant</b> <b>No. of Posts: 01</b> <b>Category : ST (01)</b> <b>Age Limit: 28 Years (As the post is reserved for the ST category, age relaxation of 5 years over the prescribed limit of 28 years is admissible for ST candidates)</b> <b>Pay Scale: Level 6 of pay matrix (Rs.35400-112400) and applicable allowances</b> <b>Mode of Selection : Written Test</b>	
<b>Essential Qualification:</b>	B.Sc. with Mathematics/Physics/Computer Science/ Electronics or Three years Diploma in computer engineering /electronics with first class (60% marks) or its equivalent qualifications from a recognized board or university.
<b>Desirable :</b>	<ul style="list-style-type: none"><li>• Good written and oral communication skills in English</li><li>• Knowledge about Operational Ocean Information and advisory services</li><li>• Knowledge about Ocean observations (in situ, Remote Sensing, ship based), laboratory analysis, processing of high-resolution ocean/atmospheric data including bio-optical,</li></ul>

	<p>physicochemical &amp; fisheries data, process studies, etc.</p> <ul style="list-style-type: none"> <li>• Hands-on-experience on Data analysis software (Ferret, python, GRADS, ODV etc.), programming languages (Matlab, C, Fortran, etc.), AI&amp;ML applications, GIS Application development</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• Supporting Tsunami Advisory services, Scientific and technical documentation</li> <li>• Work in shifts in 24 x 7 basis to routinely carry out the day-to-day activities for successful running of various advisory services.</li> <li>• R&amp;D and software development activities intended toward enhancement of ocean information and advisory services related to Marine ecosystem, Ocean state forecast, Coastal Geospatial, Ocean Data etc.,</li> <li>• Work onboard Cruise/Ships at sea whenever required.</li> <li>• Any other job that may be assigned from time to time.</li> </ul>
<p><b>Post Code No. 02</b>  <b>Name of the Post : Scientific Assistant</b>  <b>No. of Posts: 01</b>  <b>Category : UR (01)</b>  <b>Age Limit: 28 Years</b>  <b>Pay Scale: Level 6 of pay matrix (Rs.35400-112400) and applicable allowances</b>  <b>Mode of Selection : Written Test</b></p>	
<b>Essential Qualification:</b>	B. Sc. in Physics/Chemistry/Mathematic/Computer Science/Electronics with first class (60% marks) or its equivalent qualifications from a recognized board or university.
<b>Desirable :</b>	<ul style="list-style-type: none"> <li>• Good science communication skills in English</li> <li>• Experience in project management, scientific documentation, public relations, scientific outreach activities, scientific content creation etc.</li> <li>• Certification/Diploma/Degree in mass communication/communicative English/English Literature/science communication after acquiring essential education qualification.</li> <li>• Knowledge on ocean sciences/services, ocean observations etc.</li> <li>• Sound working experience in office automation systems such as e-office, e-HRMS, SAP etc.</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• Scientific support for Project Management/Execution</li> <li>• Scientific and technical documentation</li> <li>• Public Relations/Outreach</li> <li>• 24 x 7 operational activities</li> <li>• Work onboard Cruise/Ships at sea whenever</li> </ul>

	<p>required.</p> <ul style="list-style-type: none"> <li>Any other job that may be assigned from time to time.</li> </ul>
<p><b>Post Code No. 03</b>  <b>Name of the Post : Scientific Assistant</b>  <b>No. of Posts: 01</b>  <b>Category : UR (01)</b>  <b>Age Limit: 28 Years</b>  <b>Pay Scale: Level 6 of pay matrix (Rs.35400-112400) and applicable allowances</b>  <b>Mode of Selection : Written Test</b></p>	
<b>Essential Qualification:</b>	<ul style="list-style-type: none"> <li>Bachelor's in library and Information Science after completing a first class degree (60% marks) in Bachelor of Science (B. Sc.) or its equivalent qualifications from a recognized board or university.</li> </ul>
<b>Desirable :</b>	<ul style="list-style-type: none"> <li>Professional experience in a Library of Central/State/Autonomous or statutory organization/PSU/University or recognized research or educational institutions.</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>Management of INCOIS KRC (Library) and its allied activities</li> <li>Co-ordination and correspondence with universities /colleges regarding students dissertation work/projects.</li> <li>Co-ordination and correspondence with research fellows on-boarding and its allied activities.</li> <li>Scientific Communication, Media (Print, electronic and social), public affairs, public relations, science policy work.</li> <li>Writing articles/notes in magazines, newspapers and in social media.</li> <li>To look after outreach activities to popularize INCOIS services</li> <li>Public relations, popularizing the scientific activities of INCOIS through print, electronic and social media</li> <li>To look after ITCOcean training activities, workshops, webinars etc.,</li> <li>Co-ordination and Liaison with schools/colleges/universities/general public to conduct visit to INCOIS labs during open day and designated days.</li> <li>Any other job that may be assigned from time to time.</li> </ul>
<p><b>Post Code No. 04</b>  <b>Name of the Post : Scientist 'C'</b>  <b>No. of Posts: 01</b>  <b>Age Limit: 56 Years</b>  <b>Mode of Recruitment : On deputation (initially for a period of one year)</b>  <b>Pay Scale: Level 11 of pay matrix (Rs.67700-208700) and applicable allowances</b>  <b>Mode of Selection : Interview</b></p>	
<b>Eligibility</b>	Officers under the Central Government/ State Government/ University/ Research Institutions/

	<p>Public Sector Undertaking OR Semi-Government / Autonomous organizations</p> <p>Holding analogous posts on a regular basis with essential qualification as in point no.(i) and experience as prescribed in point no.(ii) below.</p> <p style="text-align: center;">OR</p> <p>With three years service in the pay matrix Level – 10 (7<sup>th</sup> CPC), in the Government Sector, rendered after appointment thereto on regular basis or equivalent with essential qualification as in point no.(i) and experience as prescribed in point no.(ii) below.</p>
<b>Essential Educational Qualifications:</b>	<p>(i) Essential Qualification: Post Graduate Degree (M.Sc., M. Tech., M.S, M.C.A) in Computer Science/Computer Applications/Information Technology/Data Science or Bachelor’s degree in Engineering or Technology in Computer Science/Information Technology/Data Science or its equivalent from a recognized university / institute with at least a first class (60% of marks) in the qualifying degree.</p> <p>(ii) At least 03(three) years or more experience in developing/maintaining ERP applications like SAP with a good knowledge on administration, accounts, and procurement of central/state government establishments.</p>
<b>Desirable Qualifications:</b>	<ul style="list-style-type: none"> <li>• Ph.D in computer applications</li> <li>• Certifications in development/maintenance of ERP solutions</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• The selected candidates will be required to contribute for implementation /managing /operational of IT products viz., AEBAS, SAP, e-office, eHRMS, and other allied office automation products relating to administration/accounts &amp; purchase wherever required.</li> </ul>
<p><b>Post Code No. 05</b>  <b>Name of the Post : Scientist ‘C’</b>  <b>No. of Posts: 01</b>  <b>Age Limit: 56 Years</b>  <b>Mode of Recruitment : On deputation (initially for a period of 01 year)</b>  <b>Pay Scale: Level 11 of pay matrix (Rs.67700-208700) and applicable allowances</b>  <b>Mode of Selection : Interview</b></p>	
<b>Eligibility</b>	<p>Officers under the Central Government/ State Government/ University/ Research Institutions/ Public Sector Undertaking OR Semi-Government / Autonomous organizations:</p> <p>Holding analogous posts on a regular basis with essential qualification as in point no.(i)</p>

	<p>and experience as prescribed in point no.(ii) below.</p> <p style="text-align: center;">OR</p> <p>With three years service in the pay matrix Level – 10 (7<sup>th</sup> cpc), in the Government Sector, rendered after appointment thereto on regular basis or equivalent with essential qualification as in point no.(i) and experience as prescribed in point no.(ii) below.</p>
<b>Essential Qualification:</b>	<p>(i) Masters Degree (M.Sc., M. Tech.) or its equivalent from a recognized university / institute with at least a first class (60% of marks) in Oceanography, Marine Sciences, Climate Sciences.</p> <p>(ii) At least 03 (three) years or more experience in ocean observations, ocean data processing and analysis with atleast 02 research publications in the relevant field in reputed peer-reviewed SCI publications.</p>
<b>Desirable :</b>	<ul style="list-style-type: none"> <li>• Ph.D. in Ocean Science/ Oceanography /Marine Science or related fields.</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• The selected candidates will be required to contribute to oceanography data collection/ ocean data management/ ocean data analysis/ operational ocean services and undertake research leading to improvement in the operational ocean services.</li> <li>• Selected candidate will be required to participate in research cruises/field campaigns onboard ships/boats and any other scientific/technical jobs that may be assigned from time to time.</li> </ul>

**Mode of Selection :**

For Post Code No. 01, 02 & 03 : Written Test

For Post Code No. 04 & 05 : Interview

**Period of deputation (for Post Codes 04 & 05) :**

The period of deputation shall initially be one year and may be extended subject to vacancy of the post and satisfactory performance of the candidate.

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of the Central Government, University, Research Institutions, Public Sector Undertaking, Semi-Government or Autonomous Organizations shall not exceed five years or attaining the age of superannuation (60 years), whichever is earlier.

**Terms of Deputation :**

The terms of deputation will be regulated under the provisions in Department of Personnel and Training OM No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010 as amended from time to time.

**Closing Date :**

- The last date of submission of online application for all the posts of this advertisement is May 11, 2026 (17:00 Hrs IST) and the last date will be the cut-off date for all purposes including Age/Qualification/ Experience etc.,
- For deputation posts i.e., post code 04 & 05, applicants are required to send the hardcopy application (printout of online application) along with all supporting documents forwarded through proper channel through speed post /courier and should reach INCOIS on or before the closing date i.e., May 18, 2026 (17:00 Hrs IST). Non receipt of hard copy of application through proper channel will be treated as dis-qualification for these posts.

General Conditions:

1. Online application can be submitted through the portal (<https://vacancies.incois.gov.in>)
2. The last date of submission of online application is May 11, 2026 (Monday) at 1700 Hrs. IST.
3. Applications in the prescribed format along with scanned copies of documents relating to educational qualifications, experience, age etc. should be submitted ONLINE only. No Hard copy of application is required to be submitted for Direct Recruitment i.e., Post Code No. 01,02 and 03.

Applicants for the deputation posts i.e., Post Code No. 04 & 05 have to forward **PRINT OUT** of the online application along with the copies of certificates in support of educational qualifications, date of birth, experience, no objection certificate, passport size photograph etc., through “Proper Channel” along with certified/attested copies of full ACR/APARS for the last five years and Vigilance Clearance certificate to the following address in a sealed envelope and the envelop should be prescribed as “Application for the post of Scientist ‘C’ on deputation basis”.

**The Director**

**Indian National Centre for Ocean Information Services (INCOIS)**

**Ministry of Earth Sciences, Govt of India**

**Pragathi Nagar, Nizampet Post**

**Hyderabad – 500 090.**

Such hard copies of applications received through proper channel by May 18, 2026 and complete in all aspects will only be considered for screening purpose. The screened candidates will be called for interview and the final selection will be based on the candidate's performance before the selection committee and the evaluation of APARs for last 05 years.

4. In order to avail reservation/age relaxation (only for the reserved posts), applicants must enclose a valid and latest caste certificate along with application. No age relaxation will be provided to any candidates applying for unreserved post/vacancy.
5. Age Relaxation is permissible for up to five years for persons serving on regular basis (with minimum three years of regular service) in Central Government / Regular employees of INCOIS. For Ex-Serviceman the age relaxation shall be as per Government of India guidelines.
6. The prescribed essential qualifications are minimum and mere possession of the same does not entitle candidates to be called for interview/written exam as applicable. If the number of applications received in response to advertisement is large, it will not be convenient or possible for the Selection Board to interview and/or conduct written exam for all the candidates. In such cases, INCOIS may restrict the number of candidates to be called for interview and/or written exam to a reasonable limit based on suitable screening criteria in accordance with the desirable qualifications prescribed in the advertisement and/or based on the record of academic performance and/or relevant experience for the post and/or any other benchmark as decided by a committee duly constituted to screen the applications. Further, the committee constituted to screen the applications may also recommend to relax the essential

experience criteria in the event of non-receipt of suitable applications. No correspondence will be entertained with candidates who are not called for Interview and/or written exam.

7. The shortlisted candidates have to be present physically at INCOIS, Hyderabad for attending the written exam / interview.
8. All the above posts carry usual allowances viz. DA, HRA, TA, LTC, Children Education Assistance, NPS, Medical facilities, Leave etc. as applicable to INCOIS employees from time to time in addition to the pay.
9. Canvassing in any form and/or bringing any influence, political or otherwise will be treated as disqualification
10. Candidates working in Government/Public Sector Undertakings/Autonomous bodies must upload 'No Objection Certificate' from their employer while applying online and produce the same in original during the interview/written test. Candidates who do not produce the original NOC from the current employer at the time of interview will not be allowed to attend the written test/interview.
11. Experience will be counted **after completion of essential qualification.**
12. The selection for the posts shall be on the basis of performance of the screened-in candidates in the written test and/or interview depending upon the post.
13. The selected candidates are liable to serve anywhere in India, and work on 24/7 shift duties as per the requirement of the organization.
14. No travelling allowance will be paid for attending the interview/written examination
15. The candidates need to make their own stay arrangements. INCOIS will not be responsible for any accommodation and transport arrangements.
16. Director, INCOIS reserves the right to cancel the recruitment process at any stage, without assigning any reason thereof or vary the number of posts to be filled under each category.
17. Production of the original certificates at the time of interview/written test is compulsory.
18. Discrepancies in the certificates, non-production of the original certificates and No Objection Certificate (in original) at the time of interview / written test will attract the disqualification of application.
19. Candidate's currently working in any other organizations (i.e. other than govt. organizations) need to provide the proof of their current employment with a service/experience certificate from the employer. Appointment order or Pay slips will not be considered as proof of current employment.
20. The field of experience / skills declared by the applicant need to be supported with a testimonial from his/her current and/or previous employer.
21. The initial place of posting will be at Hyderabad and can be transferred to any part of India as per official requirements.
22. Any addendum/corrigendum, etc. with regard to this recruitment will be displayed only on INCOIS Website
23. The Email-id and mobile number given in the online application are to be valid till the recruitment process is completed.
24. **Pattern of written Test (for post codes 01, 02 & 03)**

Written Test will be of objective questions with Multiple Choice.

Duration of the written exam will be for 60 minutes.

- The examination will be for 100 marks valued through 50 multiple choice questions and each question will carry two marks.
- The examination pattern given below:

Part-A	General Knowledge and Aptitude, Numerical Ability and General English	40 marks
Part-B	Test in subjects of essential qualification	60 marks

- INCOIS will decide the qualifying marks for part A and Part B in the written examination

- Negative Mark: 0.25 mark will be deducted for every incorrect answer .
- The entire examination will be conducted in English Language only.

There shall be no provision for re-evaluation / re-checking of the scores. No correspondence in this regard shall be entertained.

**NOTE: Part-B of written examinations shall be evaluated of only those candidates who secure minimum qualifying marks in Part-A as may be fixed by the INCOIS.** Qualifying marks for Part A and Part B will be fixed by INCOIS taking into consideration among others, category wise vacancies and category wise number of candidates. Only those candidates who will secure marks above the cut off marks fixed by INCOIS and fulfilling the eligibility criteria will be considered for shortlisting.

25. Application procedure: The entire application procedure is online. However, applicants applying on deputation for Post Code No.4,5 – should send the hardcopy of application along with all supporting documents through proper channel to INCOIS Office on or before the closing date.
26. Copies of certificates in support of educational qualifications, date of birth, disability, caste (SC/ST/OBC/PH/ESM), EWS certificate, experience certificate & testimonials, no objection certificates, digital signatures, photograph etc. should be uploaded along with the online application. All the uploaded documents should be in PDF file and Photograph & Signature in .jpg format.
27. How to apply: To apply, the applicant must fill the online application form available at INCOIS website <https://vacancies.incois.gov.in> and upload the scanned documents in the online application form. The candidates are not required to send any hard copies by post or through e-mail but must carry them when called for interview/written test.
28. Applicants are requested to carefully go through the full text of the advertisement and the instructions in particular, before filling the online application. Incomplete applications without photos, certificates, signatures, NOC etc., will be summarily rejected.
29. In case of any difficulty in the submission of online application form (not for other queries), please email to [vacancies@incois.gov.in](mailto:vacancies@incois.gov.in).

**Instructions to Applicants for submission of online Application:**

- i. Online application form & details of recruitment of the Post is available at <https://vacancies.incois.gov.in>
- ii. Before submitting the online application, the applicants are requested to go through carefully the details of the post and content of the post on the website <https://vacancies.incois.gov.in>
- iii. Submit online application well in advance along – with legible scanned copies of educational qualifications, experience certificates, date of birth, caste (SC/ST/OBC) Certificate, No Objection Certificates in PDF format not exceeding 500KB for each document/attachment. If the certificates are in a language other than English or Hindi, then attested translation in Hindi/English by the Gazetted Officer should be uploaded. The applicants are not required to send hard copies to the undersigned.
- iv. A recent passport size colour photograph (scanned) should be in .jpg format (size not exceeding 100 KB but not less than 10 KB).
- v. Signature (scanned) should be in.jpg format (size not exceeding 100KB but not less than 10 KB)
- vi. The applicants are advised to fill in all their particulars carefully in the online application. Incomplete application may lead to rejection.

- vii. Applicants are advised to retain the acknowledgement and print out of the submitted online application for future reference.
- viii. Web pages are best viewed in Firefox, Chrome and Opera.
- ix. In case of difficulty in the submission of online application form, please email to [vacancies@incois.gov.in](mailto:vacancies@incois.gov.in)

**DIRECTOR, INCOIS**  
**Advt. No. INCOIS/RMT/01/2026**