**STATE SUPPORT MISSION**

**SWARNA JAYANTI HARYANA INSTITUTE FOR FISCAL MANAGEMENT**

**IP-9, Sector-3, Panchkula, Haryana (134112)**

**Recruitment Notice**

**No: SJHIFM-2026/** 2149 **Dated:** 22nd **Oct 2026**

The State Support Mission, Swarna Jayanti Haryana Institute of Fiscal Management (SJHIFM), invites eligible candidates to appear for a Walk-in Interview for the engagement of four (04) Socio-Cultural Research Associates under the Haryana Socio-Economic Data Observatory (HSCDO) on a purely contractual basis for an initial period of three (03) months. The engagement may be extended for a further period of up to three (03) months, subject to project requirements, extension of the project and availability of funds.

Detailed **Terms of Reference (ToRs)**, eligibility criteria and other relevant information for the position is available on the official website of SJHIFM, Haryana https://sjhifm.finhry.gov.in/ .

1. Interested and eligible candidates may appear for the Walk-in Interview on 30th October 2026 between 10:00 A.M. and 11:00 A.M. along with the duly filled Application Form, recent passport-size photograph and self-attested copies of all relevant documents. **Candidates reporting after 11:00 A.M. shall not be permitted to participate in the Walk-in Interview.**
2. Candidates shall be required to produce original certificates/documents for verification at the time of the Walk-in Interview.
3. Applications that are incomplete or not supported by the requisite documents shall be liable to rejection.
4. No TA/DA shall be admissible for appearing in the Walk-in Interview.

For further details, the candidates are advised to visit the official website of SJHIFM, Haryana.

**Director General**

**Swarna Jayanti Haryana Institute for Fiscal Management**

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**ToR : Socio-Cultural Research Associates**

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| **Project: Haryana Socio-Cultural Data Observatory (HSCDO)** |
| **Number of Positions** 04 (Four) |
| **Nature of Engagement** Engagement for a fixed tenure under the State Support Mission (SSM), SJHIFM |
| **Period of Engagement 03 months**, extendable up to **03 months** subject to project extension. |
| **Remuneration** ₹20,000/- per month (consolidated) |
| **Educational Qualification**<br>• **Essential:** Graduation in any discipline from a recognized University/Institution.<br>• **Desirable:** Prior exposure to secondary research, socio-cultural research, literature review, documentation or data compilation. |
| **Job Responsibilities:**<br>• Undertake systematic review of district/departmental websites, government records, gazetteers, reports, books, academic studies, institutional publications, datasets and other credible sources.<br>• Compile and organize district-wise and thematic information on traditional livelihoods and skills, cultural practices, language, heritage, tourism, crafts, festivals, community practices and other local resources.<br>• Prepare district-wise baseline profiles indicating available information, its source and areas requiring further verification or fresh collection.<br>• Identify and document relevant scholars, studies, institutions and other credible sources relating to Haryana's socio-cultural landscape.<br>• During Phase-II, coordinate with District Field Associates for field-level inputs, verification and cross-validation of secondary information.<br>• Support consolidation and preparation of validated district-wise information for integration into the HSCDO repository.<br>• Submit periodic progress reports and other outputs as required by SSM/SJHIFM. |
| **Knowledge and Skills**<br>• Ability to undertake secondary research, literature review, documentation and systematic information compilation.<br>• Good analytical, drafting and report-writing skills; basic proficiency in MS Office/spreadsheets and internet-based research.<br>• Ability to work independently and coordinate with district administration, institutions, researchers and field personnel. |
| **Language Requirements** Proficiency in Hindi and English is essential; knowledge of local dialects of Haryana will be an added advantage. |
| **Certificate** On satisfactory completion of the assigned work, an official certificate may be issued by SSM/SJHIFM acknowledging contribution to HSCDO. |

**Application form for the Post of Socio Cultural Research Associate**

1. Personal Information:

| | | | | |
|---|---|---|---|---|
| a. | Post Applied For | | | Recent passport size color photograph of the candidate |
| b. | Name of the Applicant | | | |
| c. | Father's/Husband's Name | | | |
| d. | Date of Birth & Age in year | | | |
| e. | Category (General/SC/ST/OBC) | | | |
| f. | Current Designation (if applicable) | | | |
| g. | Current Pay-Scale | | | |
| h. | Contact Details | Correspondence Address | | |
| | | E-mail | | |
| | | Mob. /Phone No. | | |

2. Academic Achievements:

| S.no | Degree (Specialization) | Year | Institution | Percentage of marks obtained |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |

3. Details of experience in relevant fields **(if applicable)**
(Attach self-attested copies of experience letter/certificate):

| Sr. No. | Employer | Position Held | Period | | Pay Scale |
|---|---|---|---|---|---|
| | | | From | To | |
| | | | | | |

4. Details of Projects/work experience please attach separate sheet if needed):

| S.No. | Projects | Nature of Duties<br>(Roles and responsibilities held by applicant) |
|---|---|---|
| | | |

Declaration by the Applicant

I declare that all the above particulars stated in the application form and enclosures are accurate to the best of my knowledge and belief.

Place:

Date: (Signature of Applicant)

**Checklist** of the following documents/attachments is mandatory for applicant (s), Self-attested and scanned copy of which will be emailed to the official email Id provided along with the Application form:

1. Recent passport size color photograph of the candidate.
2. Academic Achievements/Mark sheet/Degree as per details below:
   - Higher Secondary
   - Bachelors' Degree
3. Documents related to work/research experience.