



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

Post Box No. 8121, C-24, 'G' Block, Bandra-Kurla Complex, Bandra (East), Mumbai - 400 051

Applications invited for various Posts at Junior, Middle and Senior level Contractual Positions

NABARD invites ONLY online applications from Indian citizens having necessary qualification and experience for engagement on contract in the Bank as Subject Matter Specialist in Head Office, Mumbai and New Delhi.

1. Job Position: Subject Matter Specialist (On Contract)

2. Job Location:

- A) Subject Matter Specialist : - all 16 posts in Head Office, Mumbai
B) Communications Manager : 01 post each in Mumbai and New Delhi.

3. Reservation

The following number of vacancies are reserved for Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC).

Post Advertised	SC	ST	OBC	UR	Total
Junior Level Positions	03	--	03	07	13
Mid/Senior Level Positions	--	--	01	04	05
	03	--	04	11	18

4. Qualification, Experience and job profile

Sr. No.	Specialist / Post	Job Profile	Educational Qualification and Experience	Level
1	Senior Project Finance Manager - 1 Infrastructure Finance	Candidate will lead a result oriented team to ensure sanctioning of projects, services to client agencies. Responsible for appraisal and financing infrastructure projects, co-ordination with Banks, conduct of sectoral studies, policy making and business development in infrastructure sector	CA/ICWA/MBA/BE/B.Tech.with strong background in Project Formulation, Appraisal and Financing, Capacity to network with key stakeholders, etc. Experience of 8-10 years at a senior position, in the relevant field	Senior
2	Specialist Officer (Law) - 2	All types of work relating to project financing like devising systems and procedure for legal scrutiny of infrastructure finance and other proposals, vetting of legal documents, instituting legal procedure for recovery of dues, capacity building in legal aspects of lending	Degree in Law or 5 years Integrated Course in Law, Masters Degree in Law will be an added advantage, 3 to 5 years' experience in legal aspects of project lending in infrastructure related areas with experience in Commercial Banks being essential.	Junior
3	Project Finance Manager - 3	All aspects of Project Financing and post sanction monitoring and follow up. The officer will also be responsible for disbursement, data maintenance and business development.	MA / MBA (Finance/ Banking and Insurance Management /International Business) or BBA/BBM or Post Graduate degree in Economics with certified course in project financing or CA/ICWA/CFA from a recognised university. Higher qualifications will be preferred. 3-5 years' experience in project financing / Commercial Finance/Commercial Banking/ Corporate Banking, etc.	Junior
4	Chief Risk Manager - 1	Risk Analysis of project financing of infrastructure, formulating of different risk rating modules, actively associated with project appraisal, risk analysis of infrastructure projects in various sectors	Post Graduate in Economics/Finance/Law/ Business/Banking, etc. from a recognized university with specialisation in Risk Management or CA/ICWA/CFA. Any specialized training or Certificate from Global Association of Risk Professionals (GRAP) or qualification relating to the Risk Management, Banking, Management, Banking, etc. shall be of added value. Experience of 8-10 years as Risk Manager in Banking Sector. Certified course in data analysis and risk management desirable.	Senior
5	Risk Manager - 1	Risk Analysis of project financing of infrastructure, formulating of different risk rating modules, actively associated with project appraisal, risk analysis of infrastructure projects in various sectors	Post Graduate in Economics/Finance/Law/ Business/Banking, etc. from a recognized university with specialisation in Risk Management or CA/ICWA/CFA. 5-8 years' experience as Risk Manager in Banking Sector. Certified course in data analysis and risk management from a recognised university desirable.	Middle
6	Sr. Project Advisor Digitisation of SHGs - 1	To pilot the SHG Digitisation project and its integration with larger Digital India initiatives. Must have led at Senior level implementation of technology driven payment/banking product. Ability to develop Technology, Process and Business Model.	MBA from one of the top Management School, CA, ICWA with at least 15-20 years of experience. Must have worked in technology enabled Financial Inclusion, Experience in an organisation having large customer base and transaction and data management, experience in selection of technology vendors for large scale projects, proven ability to lead a team with multiple priorities and tight deadlines.	Senior & Highly Experienced
7	Specialist Officers a) Investment Back Office - 1	Market Analysis in respect of all Instruments of Money Market, Debt Market, Bond Market, Derivatives and Foreign Exchange.	CA/ICWA /CFA/ MBA (Finance) / M.Com with Diploma in PGDBM /PGDFM. Relevant experience of 5-10 years in Banks /FIs, well conversant with documentation regulatory norms and compliance for investment and borrowings.	Junior / Middle
8	b) Borrowings Back Office - 1	Evaluation of Corporates, banks for investments, Monitoring Liquidity Profile for ALCO, Analysis of Instruments, Improve the systems for Return on Investments, Portfolio Management		
9	Specialist Officer - 1 Loan Monitoring & end use assessment- Infrastructure projects	Conduct of third party monitoring and quality assessment, evaluation of costs of work done - physical and financial, certifying end use of funds, coordinate for minimising cost and time overrun. Developing matrix	CA/ICWA/MBA Finance/BE/B.Tech. Experience of 5-8 years as Project Management Consultant in infrastructure financing in Banks/FIs	Middle
10	Specialist Officers a) Agriculture Science - 1	Project Associates for Climate Change Adaptation projects	Post Graduate in Agriculture (Agronomy or Soil Science or Agro Meteorology, Agri Engineering (soil and water conservation), Hydro-geology, Horticulture or equivalent. Desirable: diploma or training in Climate related aspects. Experience: 3 to 5 years.	Junior
11	b) Climate Science - 1		B.Tech in Environment Engineering or Post Graduate in Climate Science and Sustainability or equivalent course. Experience : 3-5 years	Junior
12	c) Renewable Energy - 1		B.Tech in Electrical Engineering or equivalent course. Experience : 3-5 years.	Junior
13	d) Documentation & MIS - 1		B.Tech in Computer Science or B.Sc.in computers or MCA or equivalent course. Desirable : Diploma / Certificate course / training in climate related aspects. Experience : 3-5 years.	Junior
14	Communications Manager - 2	Media Management, External and Internal Communication of NABARD. One post each based in Delhi and Mumbai	Post Graduate in Mass Communication Experience : 3-5 years of experience in Corporate / Media / Development Communication / Press Related Experience	Junior

5. Eligibility Criteria

Age : Age requirement as on 31st May 2015 would be as under :

Level	Age Profile
Junior	28-35 years
Middle	35-50 years
Senior and Highly Experienced	45-55 years

Eligible age relaxation to SC/ST/OBC candidates would be given as per GOI instructions. The candidates belonging to SC/ST/OBC categories will have to provide original caste certificate for verification together with an attested copy by Executive Magistrate / Gazetted Officer / any Competent Authority designated in this regard at the time of Interview.

Applicants serving in Government/ Quasi Government Offices, Public Sector Undertaking including Nationalised Banks and Financial Institutions will be required to submit 'No Objection Certificate' from the employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.

6. Period of contract

- The period of engagement of Subject Matter Specialist Personnel (on contract) would be on contract basis for a period upto 2 years, extendable by one more year based on performance and requirement.
- The Bank may terminate the contract of service if the performance is not found satisfactory.
- The Bank may at its sole discretion, terminate the contractual engagement by giving one month's notice or one month's compensation in lieu thereof, at any time during the contract period.
- Contract appointee shall have no right or claim for regular appointment in NABARD.

7. Selection Process

Selection of candidates would be by way of interview. For interview, the candidates would be shortlisted in the ratio of 1: 5 of the number of vacancies on the basis of their qualification, experience and age. Candidates with higher experience would be given preference. Only those who satisfy the required age, qualification and experience need apply.

The Bank reserves the right to modify/ amend/reverse/cancel any or all the provisions of the vacancy / recruitment process, without assigning any reason thereof. Depending upon the requirement, the Bank reserves the right to cancel/ restrict/ curtail/ enlarge the recruitment process, if need so arises, without any further notice and without assigning any reason therefor.

No correspondence will be entertained from any ineligible and non-selected candidate. The Bank shall not furnish the mark-sheet of selection process to candidates. In all matters regarding eligibility, the selection process, the stages at which the scrutiny of eligibility is to be undertaken, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards in the selection process, number of vacancies, communication of results, etc., the Bank's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.

The final appointment will be based on the decision of the Selection Committee constituted for the purpose. Bank reserves the right not to fill up any of the the posts.

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8. Compensation and Perquisites

Particulars	Junior Level	Mid Level	Senior Level	Senior & Highly Experienced
Gross Compensation (all inclusive)	₹ 70,000/-	₹ 95,000/-	₹ 1,45,000/-	₹ 160,000/-

However, deserving candidates at the discretion of the Bank can be offered higher compensation/ higher Level. The remuneration shall be according to the merits of the candidate and will correspond to the best in the industry for the right candidate.

(The contract employee will be liable for tax liabilities as per the Income Tax Act and Rules in force and the tax liabilities will be deducted at source wherever applicable).

- No residential accommodation will be provided by the Bank
- The contract appointee shall not be eligible for any superannuation / Terminal benefits, for and during the period of contract.
- During the period of contract, the contract appointee shall not be entitled to any other benefits except those mentioned here.
- The amount of compensation being cost to NABARD, will be inclusive of any statutory payments that NABARD may be required to pay on behalf of the contract appointee.

9. Application Fee

Application fee payable would be as under:

Category of Applicant	Application Fee	Communication, Banking Charges etc.	Total
For SC/ST	NIL	Rs.50/-	Rs.50/-
For all others	Rs.150/-	Rs.50/-	Rs.200/-

Casual leave up to a maximum of 12 days in a calendar year during the contract period on proportionate basis provided that not more than 07 days Casual leave may be taken at a stretch and that Public Holidays / Saturday / Sunday may not be combined in such a way that the total absence on any one occasion does not exceed 10 days. Leave will however be granted, subject to exigencies of work.

Any absence beyond the above period will be treated as leave without any pay and the remuneration payable to him will be reduced to that extent.

10. Travelling / Halting Allowance

For tours undertaken in connection with the Bank's work, the Personnel so appointed will be entitled to admissible air / train fair, halting allowance, local conveyance / mazdoor hire, accommodation (either in the Bank's Visiting Officers' flats or hotels) as per the TA rules of the Bank.

ONLY on-line application must be submitted in the Proforma provided in the website www.nabard.org from 30th June 2015 to 17th July, 2015.

M K Mudgal
Chief General Manager (HRMD)

FORMAT OF APPLICATION (ONLINE)**NABARD****NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT****Applications Invited for various Posts at Junior, Middle and Senior levels Contractual Positions**

The Chief General Manager
National Bank for Agriculture
and Rural Development
HRMD – Recruitment Section
Head Office, Mumbai.

बायोडाटा फार्म (संविधा आधार पर नियुक्ति)
Bio-Data Form (For engagement on contract basis)
कृपया फार्म अपने हाथ से भरें

1. पूरा नाम श्री / श्रीमती / कुमारी
Name in Full Shri / Smt. / Kum _____
(in block letters)

2. पिता / पति का नाम एवं व्यवसाय
Father's / Husband's name and occupation _____

3. आवेदित पद
Post applied for _____

जन्म तिथि	दिनांक	महीना	वर्ष
Date of Birth	Date	Month	Year

5. पत्र व्यवहार के लिए वर्तमान पूरा पता
Present address for communication in full _____
पीन / Pin _____

6. घर का पूरा पता
Residential Address in full _____
पीन / Pin _____

7. वर्तमान मोबाईल नंबर, ई-मेल:
Present Mobile Number, Email: _____

8. अंग्रेजी के अतिरिक्त अन्य भाषाओं का ज्ञान (सही चिन्ह लगाएं)
Knowledge of Languages other than English

भाषा	बोल सकते हैं	पढ़ सकते हैं	लिख सकते हैं
Language	Can Speak	Can Read	Can Write

9. शैक्षणिक योग्यताएं : Educational Qualifications :

उत्तीर्ण परीक्षाएं Examination Passed	महाविद्यालय/ स्कूल College / School	अवधि Period	परीक्षण संस्थान/ विश्वविद्यालय Examining Body / University	मुख्य विषय Principal Subjects	श्रेणी और प्राप्त स्थान Class & Rank	प्रासांको का प्रतिशत Aggregate % of marks
		से From	तक To			
स्नातक डिग्री Graduation						
स्नातकोत्तर डिग्री Post Graduation						
अन्य (विवरण दें) Others (Specify)						

10. विशेष शैक्षणिक योग्यता / प्रशिक्षण / अनुभव का विवरण :
Particulars of any special qualifications / training / Experience in banking :

11. (क) वर्तमान तु पहले के नियोजन का विवरण :

Particulars of present and previous employment :

नियोजक का नाम एवं पता Name & Address of the employer	अवधि Period		पद तथा काम का विवरण Position & Nature of duties	नियुक्ति का स्थान Place of Posting	कूल परिलब्धियां Total emoluments		छोड़ने का कारण Reasons for leaving
	से From	तक To			शुरु में Starting	अंत में Last Drawn	

(ख) क्या पिछला नियोजन भारत सरकार / राज्य सरकार / भारत सरकार एवं राज्य सरकार के स्वामित्व अथवा उनसे नियंत्रित उपक्रम / स्वायत्त निकाय / विश्व विद्यालय स्थानिय निकाय के अधीन था :

If the previous employment was under the Govt. of India / a State Government / an undertaking of the Govt. of India or a State Govt. / an autonomous Body / a University / a local body :

12. जन्म स्थान _____ जिला _____ राज्य _____
Place of Birth District State _____ Dist. _____ State _____

13. वैवाहिक स्थिति : विवाहित / अविवाहित
Marital Status : Married / Unmarried _____

14. धर्म :
Religion _____

15. क्या आप अनुसूचित जाति / जन जाति के हैं :
Whether belong to SC / ST / OBC SC ST OBC

16. यदि किसी न्यायालय ने आपके विरुद्ध किसी अपराध के लिए अभियोजन / हिरासत / दण्ड / दोषसिद्धि का निर्णय दिया हो तो उसका विवरण:

Particulars of any prosecution / detention / fine / conviction/ sentence against you awarded by any court of law for any offence

मैं प्रमाणित करता हूँ कि उपर्युक्त विवरण मेरी पूरी जानकारी और विश्वास के अनुसार सत्य, ठीक एवं पूर्ण है, मैं इसी किसी भी बात से अवगत नहीं हूँ जो मुझे बैंक की नौकरी के लिए उपयुक्त होने में बाधक सेद्ध हो सकती हैं।

मैं वचन देता हूँ कि मैं विज्ञापन में दि गई शर्तों को मानने के लिए प्रतिबद्ध हूँ।

I certify that the particulars furnished above are true, correct and complete to the best of my knowledge and belief, I am not aware of any circumstances which might impair my fitness for employment under the Bank.

I undertake to be bound by the terms and conditions of the advertisement.

दिनांक : Date : _____

स्थान : Place : _____

प्रत्याशी के हस्ताक्षर : Signature : _____

हिदायत : Warning :

1. बायोडाटा एवं साक्षात्कन फार्म में झूठी जानकारी देना अथवा किसी जानकारी को छिपाना अयोग्यता मानी जाएगी और इससे प्रत्याशी को राष्ट्रीय बैंक की नौकरी के लिए अयोग्य करार किया जा सकता है।

Furnishing of false information or suppression of any factual information in the Bio-data-cum Attestation Form would be a disqualification and is likely to render the candidate unfit for employment.

2. इस फॉर्म को पूरा भरने और प्रस्तुत करने के बाद यदि हिरासत / दोषसिद्धि, विवरित किया जाए तो उसकी जानकारी तुरंत राष्ट्रीय बैंक अथवा उस प्राधिकारी, जिसे पहले साक्षात्कन फॉर्म भेजा गया है, जैसा भी मामला हो, को देनी चाहिए. ऐसा न करने पर इसे सही जानकारी छिपाने के रूप में लिया जाएगा.

If detained, convicted, debarred etc., subsequent to the completion and submission of the form, the details should be communicated immediately to NABARD or the authority to whom the attestation form has been sent earlier, as the case may be failing which it will be deemed to be suppression of factual information.

3. यदि यह तथ्य कि बायोडाटा एवं साक्षात्कन फॉर्म में झूठी जानकारी प्रदान की गई है अथवा कोई सही जानकारी छिपाई गई है, सेवा के दौरान किसी भी समय जानकारी में आता है तो उसकी सेवाएं बिना किसी सूचना अथवा उसके बदले में प्रतिपूर्ति के बिना समाप्त करने योग्य होंगी.

If the fact that false information has been furnished or that there has been suppression of any factual information in the Bio-data-cum Attestation Form comes to notice at any time during the service of a person, his/her services would be liable to be terminated without any notice or compensation in lieu thereof.