

Advertisement No.: IFCI/2016/01

IFCI Ltd. (established in 1948, as India's first and a premier Financial Institution), today a NBFC-NDSI and a Government of India Undertaking, invites applications from Indian citizens, for recruitment to the posts of General Manager, Deputy General Manager, Assistant General Manager, Manager and Assistant Manager in Credit, Recovery, Audit, Legal, Technical and IT functions.

I. The scale of pay and specifications of the posts are given below:

Sl. No.	Designation/ Post	Domain	Qualifications, Experience Required and Age	Key Objective and Responsibility
01	General Manager	Credit	<p>Qualification: Post Graduate/MBA or equivalent or Chartered Accountant</p> <p>Experience required: Should have extensive domain expertise in Credit financing, at least 15 years relevant work experience in Banks/FIs preferred out of which at least 2 years should have been completed in the rank of Deputy General Manager in a Public Sector Bank or equivalent in a Private Sector Bank.</p> <p>Preferred skills: Team building skills, ability to lead and work with diverse teams, should be able to inspire, communicate and motivate the other members in the team to achieve results.</p> <p>Age: 45 to 50 years</p>	The role will have the mandate to bring in the respective subject matter expertise into the functions of Credit. The incumbent will supplement the existing teams and skills available within IFCI and facilitate the focused efforts of the respective departments to quickly overhaul the areas that have scope to improve upon.
02	General Manager	NPA Resolution and Recovery	<p>Qualification: LLM/LLB preferably with MBA.</p> <p>Experience required: Should have 15 years experience in Credit/ NPA Resolution with minimum 5 year expertise in NPA Resolution and recovery in Banks/FIs preferred, out of which at least 2 years should have been completed in the rank of Deputy General Manager in a Public Sector Bank or equivalent in a Private Sector Bank.</p> <p>Preferred skills: Team building skills, ability to lead and work with diverse teams, should be able to inspire, communicate and motivate the other members in the team to achieve results.</p> <p>Age: 45 to 50 years</p>	The role will have the mandate to bring in the respective subject matter expertise into the functions of NPA resolution and recovery. The incumbent will supplement the existing teams and skills available within IFCI and facilitate the focused efforts of the respective departments to quickly overhaul the areas that have scope to improve upon.
03	Deputy General Manager	Credit	<p>Qualification: Post Graduate / MBA or equivalent or Chartered Accountant</p> <p>Experience required: Should have extensive domain expertise in Credit financing with at least 10-15 years of experience in Banks/FIs or preferred, out of which at least 2 years should have been completed in the rank of Assistant General Manager in a Public Sector Bank or equivalent in a Private Sector Bank.</p> <p>Preferred skills: Team building skills, ability to lead and work with diverse teams, should be able to inspire, communicate and motivate the other members in the team to achieve results.</p> <p>Age: 40 to 45 years</p>	The role will have the mandate to bring in the respective subject matter expertise into the functions of Credit. The incumbent will supplement the existing teams and skills available within IFCI and facilitate the focused efforts of the respective departments to quickly overhaul the areas that have scope to improve upon

04	Deputy General Manager	Internal and Credit Audit	<p>Qualification: Chartered Accountant or Post Graduate / MBA or equivalent.</p> <p>Experience required: Should have extensive domain expertise in Internal and Credit Audit with at least 10- 15 years of experience in Banks/FIs preferred, out of which at least 2 years should have been completed in the rank of Assistant General Manager in a Public Sector Bank or equivalent in a Private Sector Bank.</p> <p>Preferred skills: Team building skills, ability to lead and work with diverse teams, should be able to inspire, communicate and motivate the other members in the team to achieve results.</p> <p>Age: 40 to 45 years</p>	The role will have the mandate to bring in the respective subject matter expertise into the functions of Internal and Credit Audit. The incumbent will supplement the existing teams and skills available within IFCI and facilitate the focused efforts of the respective departments to quickly overhaul the areas that have scope to improve upon.
05	Assistant General Manager	Technical	<p>Qualification: B.E./ B.Tech in Civil Engg. from a reputed Institute.</p> <p>Experience Required: At least 10 years experience in operation and maintenance of Multi-storied Office Building Complex having Central Air Conditioning, Building Management System, Furniture, Fixtures, Glass Facade etc. preferably in Public Sector Bank/Undertaking.</p> <p>Preferred skills: The candidate should have experience in upkeep of office equipment, interiors, management of vendors/ contractors, expenditure within budget etc. The candidate should be well versed in systems and procedures for award of contracts/ procurements in PSU/ Banks and CVC guidelines. The candidate should have knowledge and experience in the latest Fire Safety Systems and norms prevalent for office building complex and staff colonies.</p> <p>Age: Below 50 years.</p>	The candidate will be required to maintain and upkeep IFCI Tower/parking space, installed with Building Management System (BMS) and also regular maintenance and timely renovation of IFCI staff colonies at various locations. Awarding work contracts and liaisoning with various vendors in order to maintain IFCI property at Head Office and other Regional Offices.
06	Manager	Finance	<p>Qualification: MBA (Finance) or equivalent preferably with BE/B. Tech or Chartered Accountant</p> <p>Experience required: Minimum of 5 years in a Bank or Financial Institution or a Consulting Firm, in the areas of project identification, appraisal, merchant banking activities etc.</p> <p>Age: 30 to 35 years</p>	<ul style="list-style-type: none"> • In-depth quantitative and qualitative analysis of various industrial sectors. • Identification of projects and undertaking detailed viability studies. • Development of financial models • Appraisal of projects including Financial analysis, Business analysis, Economic analysis, Risk analysis, etc. • Valuation. • Project monitoring, control, follow-up and MIS etc. • Liaisoning with other Banks/ Financial Institutions etc.
07	Manager	Legal	<p>Qualification: LLM/LLB preferably with MBA.</p> <p>Experience required: Minimum of 5 years in a Bank or Financial Institution or a Consulting Firm, in the areas of legal documentation and recovery through courts, etc.</p> <p>Age: 30 to 35 years</p>	<ul style="list-style-type: none"> • Investigating of title to properties and drafting security documents, conveyancing and transfer of property and allied land laws. • Dealing with and advising on matters pertaining to Banking Laws, Property Laws, SEBI and related Laws, Foreign Exchange Regulations, Company Law, Mercantile and Labour Laws and legal practice & procedures.

				<ul style="list-style-type: none"> • Handling and following-up civil suits and other proceedings connected with recoveries of the advances, recovery suits before Civil Court, Debt Recovery Tribunal and winding up procedure before Company Court, Labour Tribunal/Court proceedings, Consumer Court cases and writ proceedings before High Court and Supreme Court of India.
08	Assistant Manager	Finance	<p>Qualification: MBA (Finance) or equivalent preferably with BE/ B. Tech or Chartered Accountant</p> <p>Experience required: Experienced candidates with 1 to 2 years post qualification experience in Banks or Financial Institution preferred. Freshers with above mentioned qualification can also apply.</p> <p>Age: 22 to 30 years</p>	<ul style="list-style-type: none"> • Assist in quantitative and qualitative analysis of various industrial sectors. • Assist in development of financial models. • Appraisal of projects including Financial analysis, Business analysis, Economic analysis, Risk analysis, etc. • Project monitoring, control, follow-up and MIS etc. • Liaise with other Banks/ Financial Institutions, etc.
09	Assistant Manager	IT	<p>Qualification: B.E/B.Tech (Computer Science) or MCA</p> <p>Experience Required: Experienced candidates with 1 to 2 years post qualification experience would be preferred. Freshers with above mentioned qualification can also apply.</p> <p>Age: 22 to 30 years</p>	<p>Technical Skills</p> <ul style="list-style-type: none"> • Good understanding of RDBMS concepts - Oracle Database, PLSQL and Application development using oracle forms & reports, SQL server and application development using DOT net. • The incumbent should have the ability to deliver reliable software solution, writing impeccable code and delivering projects on time with system documentations. <p>Deliverables</p> <ul style="list-style-type: none"> • The incumbent would be involved in maintenance/ enhancement of existing applications. The incumbent should have experience of creating / working on projects with reasonable quality and depth in these technologies. • The incumbent should demonstrate keenness to go further and learn the use of new technologies to create and develop web based applications and systems.

II. Vacancy Position

S.No.	Designation/Post	Grade	Vacancies	Reservation
i	General Manager (Credit)			
ii	General Manager (NPA Resolution and Recovery)	E	02	UR-02
iii	Deputy General Manager (Credit)			
iv	Deputy General Manager (Internal and Credit Audit)	D	04	UR-03, OBC- 01
v	Assistant General Manager (Technical)	C	01	UR-01
vi	Manager (Finance)	B	17	UR-08, OBC-04, SC-03, ST-02
vii	Manager (Legal)	B	01	SC-01
viii	Assistant Manager (Finance)	A	15	UR-06, OBC-03, SC-04, ST-02
ix	Assistant Manager (IT)	A	01	OBC-01

Note:-

1. The vacancies of Persons with Disability (PwD) shall be filled- up against respective categories.
2. Abbreviations- UR- Unreserved, OBC- Other Backward Classes (Non Creamy Layer), SC- Scheduled Castes, ST- Scheduled Tribes.

III. Compensation: The selected candidates would be placed in the scales of pay as under:

Grade	Designation	Scale of Pay (Rs.) (under revision)
E	General Manager (Credit) and General Manager (NPA Resolution and Recovery)	42300-1300 (3)-46200-1400 (3)-50400-1600 (1)-52000 (8 Years)
D	Deputy General Manager (Credit) and Deputy General Manager (Internal and Credit Audit)	39850-1200 (2)-42250-1300 (3)-46150 (6 Years)
C	Assistant General Manager (Technical)	28350-1000 (5)-33350-1150 (4)-37950-EB-1150 (3)-41400 (13 Years)
B	Manager (Finance) and Manager (Legal)	21000-1000 (9)-30000-EB-1000 (2)-32000-1100 (4)-36400 (16 Years)
A	Assistant Manager (Finance) and Assistant Manager (IT)	17100-1000 (11) -28100-EB-1000 (4)-32100-1100 (1)-33200 (17 Years)

Initial pay will be fixed as per extant rules in IFCI. In addition, benefits like Dearness Allowance, Company Accommodation (subject to availability), Company Leased Accommodation/HRA, Gratuity, PF, Group Personal Accident Insurance, Mobile Phone Expenses, Medical Reimbursement, Leave Fare Concession, House Building Advance and other Loans & Advances etc. would be admissible as per Company Rules.

IV. Relaxations / Concessions :

1. Relaxations for SC/ST/ OBC (NCL-Non Creamy Layer)/ PwD/ Ex-servicemen/ J&K domicile category will be as per Govt. of India guidelines.
2. The reserved category candidates are required to submit the caste / category certificate in prescribed format of Government of India, issued by the Competent Authority, in support of their claim. In addition, the OBC-NCL candidates will be required to submit a valid caste certificate in the revised format applicable for the purpose of reservation in appointment to posts under Government of India / Central Government Public Sector Undertaking as contained in DoPT OM NO. 36036/2/2013-Esstt (Res.) dated May 30, 2014 from a Competent Authority. The revised format can also be downloaded from our website www.ifcilt.com. Further, the OBC-NCL candidates will have to submit an undertaking at the time of Personal Interview, if called for, indicating that they belong to OBC-Non Creamy Layer.
3. The OBC candidates who belong to "Creamy Layer" are not entitled for concession admissible to OBC-NCL candidates and such candidates will have to indicate their category as Unreserved (UR).
4. Persons with Disability (PwD) will be person with 40% or more disabilities as prescribed under Government of India guidelines.
5. If the SC/ST/OBC/PwD certificate has been issued in a language other than English / Hindi, then the candidates will be required to submit a self certified translated copy of the same in either English or Hindi.
6. Maximum age limit is relaxable by 5 years for SC & ST categories, 3 years for OBC-NCL category, 5 years for 'PwD from UR category', 8 years for 'PwD from OBC-NCL category' and 10 years for 'PwD from SC/ST category', as applicable.
7. Maximum age limit is relaxable by 5 years for candidates domiciled in Jammu & Kashmir between 01.01.1980 and 31.12.1989.
8. Age relaxation by 5 years for Ex-Servicemen & Commissioned Officers (including ECOs/SSCOs) subject to rendering minimum 5 years military service and fulfilment of other conditions prescribed by Govt. of India.

V. General Conditions:

1. Non-submission of on-line application will not be entertained.
2. Post qualification experience means the applicant should have working experience for the specified period after acquiring the prescribed educational/professional qualifications from a recognized and approved institution in India by AICTE / UGC / appropriate statutory authority.
3. (a) Employees working in Central or State Government/Semi-Govt./ Govt. autonomous bodies/CPSEs/PSUs/PSEs must apply through proper channel / upload NOC at the time of submission of online application. The NOC must contain the following information about the applicant.
 - i. That the applicant is clear from vigilance angle and no disciplinary proceedings are pending or contemplated against him/her.
 - ii. Certificate of Integrity stating that "The Integrity of <Applicant Name> is beyond doubt".
 - iii. That <Company Name> has no objection in his/her applying for the post of <Name of Post applied for> in IFCI Ltd and if selected for an appointment to the post applied for by him/her, will be allowed to join his/her new assignment.

(b) In case the applicant is shortlisted for interview, 5 years Performance Appraisal Ratings / Confidential Reports should reach at the following address at least one week prior to the interview:
Ms. Pooja S Mahajan, General Manager (Human Resources), IFCI Limited, IFCI Tower, 61, Nehru Place, New Delhi – 110019
4. Incomplete applications or applications received late will be summarily rejected.
5. All Computations of age / minimum experience requirement / qualification shall be done considering 31st March, 2016 as the cut-off date. The date of declaration of result / issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account.
6. The mere fact that a candidate has submitted the application against the advertisement and apparently fulfilling criteria as prescribed in the advertisement would not bestow on him/ her the right to be called for interview / considered for selection process. IFCI at its discretion may also relax / lower qualifying standards/criteria in case suitable candidates are not available.
7. The total number of projected vacancies indicated in this advertisement may increase / decrease / be cancelled at the discretion of IFCI, if need so arises, without any further notice and without assigning any reason thereof.
8. Positions are advertised for IFCI, postings can be at any of its Regional Offices anywhere in India or Head Office/Subsidiaries / Associates. All posts are transferable at the sole discretion of IFCI.

9. The candidates belonging to SC or ST category, as the case may be called for interview will be eligible for reimbursement of Travelling Allowance. The reimbursement will be given for onward journey for distances beyond 30 KM (one-way) by the shortest route by Second Class Rail or by bus (ordinary) and for return journey (beyond 30 KM) from his home-town to the place of interview and back. If at any stage, it is found that the candidate does not meet the prescribed eligibility criteria, he/she will be disqualified and no to & fro fare will be paid by IFCI.
10. Only Indian Nationals are eligible to apply. While applying for any post, the applicant should ensure that he/she fulfils the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case, it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact(s), his/her candidature will stand automatically cancelled. If any of the above shortcoming(s) is / are detected even after appointment, his/her services are liable to be terminated without any notice.
11. In case a candidate wishes to apply for more than one post, he / she may submit separate applications for each post(s).
12. IFCI reserves the right to conduct Group Discussion if required.
13. IFCI reserves the right to call the candidates for any post and not necessarily to the post applied for. Mere eligibility will not entitle a candidate to be called for interview. The decision of IFCI in this regard will be final and no correspondence in this regard will be entertained.
14. E-mail Id/ phone number/present address given in the application should be valid and functional for at least 6 months from the date of submission of application.
15. IFCI reserves the right to restrict the number of shortlisted candidates for interview on the basis of qualifications and experience higher than the minimum prescribed.
16. Canvassing in any form will disqualify candidate(s).
17. IFCI reserves the right to cancel the recruitment advertisement and/or the selection process at any stage without assigning any reason thereof.
18. Any legal proceeding in respect of any matter of claim or dispute arising out of this advertisement and / or any application in response thereto can be instituted only in Delhi and courts/tribunals/forums in Delhi only shall have sole and exclusive jurisdiction to try any such cause/dispute.
19. IFCI will not be responsible for any loss of application/ communication letter/ e-mail sent, due to invalid / wrong e-mail id/ wrong postal address / postal delay etc, in case of any communication made by IFCI. No request in this regard will be entertained.
20. In case any ambiguity/dispute arises on account of interpretation in version other than English, English Version will prevail.
21. Applications which are without **SELF-ATTESTED COPIES** of all testimonials will be summarily rejected.
22. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible before applying. Candidates seeking reservation benefits available to SC/ST/OBC/PwD must ensure that they are entitled to such reservation as per Rules.
23. In case of any query/help required while filling online application form, the candidate may address the query to **recruitment2016@ifcilt.com**.

VI. Cost of Application:

The cost of application of Rs.500/- is to be paid by the candidates belonging to General and OBC Category through on-line mode or through any SBI Branch through Pre Acknowledgement Payment(PAP) Form (may be called Bank Challan). SC/ST/PwD category applicants are exempted from payment of cost of application. Payment made through Debit Cards, Credit Cards, Internet Banking and Pre Acknowledgement Payment(PAP) Form for Payment through any SBI Branch shall attract charges as made applicable by the Gateway Service Provider and the same will be borne by the applicant. Payment once made will not be refunded under any circumstances.

VII. How to apply:

Candidates fulfilling the above eligibility criteria may apply through on-line application process at IFCI website: **www.ifcilt.com**. Only on-line application and no other means/ mode of the application shall be accepted.

Note:

Opening Date of on-line Application: June 01, 2016

Closing date of on-line Application: June 20, 2016