



INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY

2nd Floor, PRAGYA Tower,
GIFT City, Gandhinagar Gujarat

File No.73/IFSCA/ Consultants/2020-21

23-12-2024

Vacancy Notification

Engagement of Young professionals/Consultant Grade 1/Consultant Grade 2/ Sr. Consultant in the International Financial Services Centres Authority (IFSCA) on contract basis

The International Financial Services Centres Authority (IFSCA), a unified regulatory body set up under the IFSCA Act, 2019, invites applications from eligible Indian citizens for the positions of Young Professional/Consultant Grade 1/Consultant Grade 2/ Sr. Consultant purely on contract basis, as per details given below:

1. Details of positions, eligibility conditions, and number of positions:

S.No.	Role	Min Experience in years	Minimum Educational Qualification required	Job Description (Roles and responsibilities)	Required skillset/ Preferable experience	Number of Positions
i.	Consultant Grade 1 (Communication and Media related work)	3	Master's degree with specialization in Business Administration/Finance/Mass Communication/ Journalism Desirable: Specialization, if any, in the above mentioned fields	Develop Media Relations: Coordination with media houses and professionals for providing IFSC & IFSCA related updates and highlights. Handle Media Content for IFSCA: Manage media campaigns, press releases, social media posts and related activities. Create press releases, articles, blog posts, speeches, brochures and other types of media content for IFSCA Day to day coordination with Design and Media Agency	Media Relations: Coordination with media professionals for IFSC related updates and developments. Handle Media Content: Manage media campaigns, press releases, social media releases and related activities. Content Creation: Ability to create press releases, articles, blog posts, speeches, and other types of media content. Media Monitoring: Tracking and analyzing media coverage to gauge public perception and inform future strategies.	1
ii.	Consultant Grade 2 (Economic Policy and analysis)	8	Ph.D. degree in Economics/ Statistics /Econometrics from a reputed university/ institution	<ul style="list-style-type: none"> Carrying out evidence-based research studies as per the research requirements of IFSCA Conducting policy analysis, reviews, presentations and reports, notes, and policy proposals pertaining to the regulatory requirements of IFSCA Analyzing trends and developments in international financial services market 	<ul style="list-style-type: none"> Experience in policy research and trend analysis in the financial services sector with publication record in reputed journals is crucial. Experience of working with any research organisation/ recognized think tanks is preferable. Ability to analyse complex reports or datasets and to translate complex ideas and diverse perspectives 	1

S.No.	Role	Min Experience in years	Minimum Educational Qualification required	Job Description (Roles and responsibilities)	Required skillset/ Preferable experience	Number of Positions
					into clear alternatives for informed decision making. Desirable: Possess demonstrated experience of applying statistical/econometrics methods and tools for research and analysis, compilation, modelling, and forecasting in connection with financial services market	
iii.	Young professional (Dept. of metals and commodities)	1	Master's degree with specialization in Business Administration/Economics/ Finance and Accountancy/ Statistics (or) CA (or) CFA (or) CS (or) ICWA (or) Bachelor's Degree in Law	For undertaking work / providing support on work related to a) administration / governance of bullion exchange / bullion clearing corporation, vault managers, and bullion intermediaries b) supervision of bullion exchange / bullion clearing corporation / vaults and other commodities intermediaries c) Data collection and analysis for research on areas related to bullion / metals / commodities	Having knowledge or having worked in the following areas: a) Securities market entities regulated by SEBI/IFSCA b) Securities/debt market including Government Securities c) Scheduled Commercial Banks in India / IBUs in IFSC d) Trading / Dealing desk / Treasury e) Any work related to Bullion / Commodities including research/ratings/publications thereon	1

2. Age & Remuneration:

Name of the Position	Upper age (limit)	Remuneration per month (In Rs)
Young Professional	32 years	70,000 /-
Consultant Grade 1	45 years	80,000 – 1,45,000/-
Consultant Grade 2	50 years	1,45,000 – 2,65,000/-
Sr. consultant	62 years	2,65,000 – 3,30,000/-

3. Period of contract: up to 3 years based on annual performance review extendable up to 5 years, subject to a max of 65 years.

4. GENERAL INSTRUCTIONS:

- i. Applications not in the prescribed format, incomplete and/or received in this Authority after the closing date are liable to be rejected. The Authority takes no responsibility for any delay in receipt of application or loss thereof in postal transit.
- ii. Mode of Selection will be Interview. Interviews may be in a single round or in multiple rounds at the discretion of the Authority.
- iii. The Authority reserves the right to modify the selection procedure, if deemed fit. However, such modification in the selection procedure will be duly notified before the last date of receipt of applications.
- iv. Applications should be submitted separately for different positions. Single application for multiple positions shall be summarily rejected.
- v. The crucial date for determining eligibility, including upper age limit, qualification and experience requirements etc., will be closing date of application.
- vi. Candidates should be satisfied with their eligibility for the position applied for. The Authority shall determine their eligibility and only eligible candidates will be called for interview
- vii. Merely fulfilling the eligibility conditions laid down in the advertisement as regards qualifications and experience, would not automatically entitle any candidate to be shortlisted for interview.
- viii. If an applicant is not eligible or has knowingly or willfully furnished incorrect or false particulars or suppressed material information, his/her candidature will be liable to be cancelled at any stage of the selection.

- ix. If an applicant qualifies in the selection process and is selected for appointment/appointed but subsequently it is found that he/she does not fulfill the eligibility criteria, his/her candidature/appointment will be terminated forthwith without any compensation. This will be without prejudice to any other action that may be initiated against such applicant, as may be deemed fit.
- x. The Authority reserves the right to decrease or increase the number and specialization of positions to be filled.
- xi. The Authority reserves the right to fill all the positions, not fill up any position at all, or cancel the recruitment process fully or partly without assigning any reasons for the same.
- xii. Canvassing in any form will disqualify the candidate.
- xiii. The decision of Authority in all matters relating to this recruitment process would be final and binding.

5. HOW TO APPLY:

- i. Candidates who satisfy the eligibility norms may apply giving their bio data strictly in the format given below.
- ii. Documents to be attached with application:
 - a) Proof of date of birth :
 - b) Copies of educational qualifications:
 - c) Experience certificates
 - d) Latest salary slip
- iii. Applications along with supporting documents (as mentioned above) should be sent by post/ courier only in a cover superscribing the position applied for 'IFSCA – application for the position of Young Professional/Consultant Grade 1/Consultant Grade 2/Sr. Consultant (write name of the Role) to the following address:

*The General Manager (Admin),
International Financial Services Centres Authority (IFSCA),
Second floor, PRAGYA Tower, Block 15, Zone 1, Road 1C, GIFT SEZ,
GIFT City, Gandhinagar Gujarat-382355*
- iv. Applications not in the prescribed format and received after this date are liable to be rejected
- v. The last date and time to receive the application is January 24, 2025 at 6.00 PM.

APPLICATION FORM

INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY

**APPLICATION FOR THE POSITION OF YOUNG PROFESSIONAL / CONSULTANT GRADE -1 /
CONSULTANT GRADE-2/ Sr. CONSULTANT**

ON CONTRACT BASIS

1. Name of Applicant (Block Letters)																									
2. Father's Name																									

3. Sex: (✓)	Male <input type="checkbox"/>	Female <input type="checkbox"/>	4. Date of Birth	DD/MM/YYYY
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6. Position Applied for	Paste Passport size photograph in the box and sign across it
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7. Total Experience (in years):	Please submit as per Annexure I
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8. Last Pay Drawn (Annual CTC):
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9. Academic Qualifications as on 29/02/2024:

Qualification	Examination	Main Subjects	Year of passing	University/ Institute	Overall (%) of marks	Class/ Division
Graduation						
Post Graduation						
Any other						

10. Postal Address (English – in Capital letters only)	Dist.:	State:
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Pin Code:		E Mail :	
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Mobile:		Telephone with STD code:	
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I declare that the information furnished above is true and correct to the best of my knowledge & belief. I understand that if at any stage, if found that any information given in this application is false/ incorrect or that I do not satisfy the eligibility criteria according to the Authority, my candidature/ appointment is liable to be cancelled / terminated. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

Place:
Date: **Signature of the Applicant**

