



INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY

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

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

Date: 18-03-2025

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:

Sr . No	Role	Min experience and Age Criteria	Minimum Educational Qualification required	Job Description (Roles and responsibilities)	Required skillset/ Preferable experience	Number of Positions
1	Young Professional (Technology)	Post Qualification experience in Years at appropriate level: 01 year Upper age (limit): 32 years	Master’s degree or 2 years PG diploma in Computer Science/ IT/ Electronics or related disciplines/ fields	<ol style="list-style-type: none"> 1. Manage and oversee the lifecycle of technology projects, including monitoring progress, identifying risks, and developing mitigation strategies. 2. Support the department in implementing and adhering to industry and government-recommended best practices. 3. Analyze and interpret relevant government procurement guidelines. 4. Stay informed on the latest technology trends, including AI/ML, cloud hosting, and data analytics. 5. Facilitate effective collaboration with internal teams and external stakeholders. 6. Prepare, edit, and review reports, presentations, and other documents while analyzing data to generate 	Preference will be given to candidates who possess the following: <ol style="list-style-type: none"> 1. Experience in handling similar roles in previous jobs. 2. Strong knowledge of technology trends in IT, computing, and related fields. 3. Proficiency in MS Office tools. 4. Excellent problem-solving skills. 5. A proactive approach to tasks and responsibilities. 6. Good communication skills. 	1

				<p>actionable insights.</p> <p>7. Conduct research on emerging technology trends.</p> <p>8. Any other responsibilities assigned by the department/ organization to support ongoing and new initiatives.</p>		
2	System Administrator (SA) (Consultant Grade-I)	<p>1) Minimum 3 years of Experience as System Administrator in managing Large-scale projects Servers /VMs etc.</p> <p>2) Hands-on experience in RHEL 7.X,8.X , Ubuntu Server 21.X and above, Microsoft Windows Server 2016 and above.</p> <p>3) Experience in working on AWS instances and Services.</p> <p>4) Experience in Patch Managements of Servers and Systems.</p>	<p>MCA</p> <p>OR –</p> <p>BE / B.Tech. or Equivalent degree with specialization in Computers Science/ IT/ Electronics & Communication)</p> <p>OR –</p> <p>M.Sc./ M. Tech/ ME in Computer Science/IT</p> <p>OR –</p> <p>Master’s degree Physics / Mathematics / Statistics /Operations Research /Electronics with Post Graduate Diploma in Computer Science</p>	<p>1) Overall Maintenance, Configuration and Reliable Operation of Computer Systems and Servers</p> <p>2) Installation of Hardware and Software’s to Continuously improve and keep up with the IT business needs of IFSCA.</p> <p>3) Actively to resolve problems and issues with computer and server systems to limit work disruptions within IFSCA.</p> <p>4) Responsible for the maintenance, configuration, and reliable operation of computer systems, network servers, and virtualization.</p> <p>5) Install and upgrade computer components and software, manage virtual servers, and integrate automation processes.</p> <p>6) Troubleshoot hardware and software errors by running diagnostics, documenting problems and resolutions, prioritizing problems, and assessing impact of issues.</p> <p>7) Provide documentation and technical specifications.</p> <p>8) Perform or delegate regular backup operations and implement appropriate processes for data</p>	<p>Preference will be given to candidates who possess the following:</p> <ol style="list-style-type: none"> 1. Experience in handling similar roles in previous jobs. 2. Strong knowledge of technology trends in IT, computing, and related fields. 3. Proficiency in MS Office tools. 4. Excellent problem-solving skills. 5. A proactive approach to tasks and responsibilities. 6. Good communication skills. 	1

		5) Experience in Management of NIC eOffice VMs		<p>protection, disaster recovery, and failover procedures.</p> <p>9) Lead desktop and helpdesk support efforts, making sure all desktop applications, workstations, and related equipment problems are resolved in a timely manner with limited disruptions.</p> <p>10) Responsible for capacity, storage planning, and database performance</p> <p>11) End user Support with regard to the Single Window IT System (SWIT); Coordinating with stakeholders like vendor, applicants etc.</p>		
3	Technical Support Engineer (TSE) (Consultant Grade-I)	Minimum 3 years of Experience as IT support and management of IT assets of the organization.	<p>MCA</p> <p>OR –</p> <p>BE / B.Tech. or Equivalent degree with specialization in Computers Science/ IT/ Electronics & Communication)</p> <p>OR –</p> <p>M.Sc./ M. Tech/ ME in Computer Science/IT</p> <p>OR –</p> <p>Master's degree Physics / Mathematics / Statistics /Operations Research /Electronics with Post Graduate Diploma in Computer Science</p>	<p>1) Video Conference Meetings support to be held in IFSCA HQ</p> <p>2) Installation of New IT Hardware, Software's and provide support in installation of PC's, Printers etc.</p> <p>3) Troubleshooting of IT Equipment Software's and Hardware's</p> <p>4) Support in Scanning, Printing, VC setups etc.</p> <p>5) Maintenance of CCTV Cameras, Access Controls, Network Devices, Biometric attendance System, Internet lease Lines, IP telephones etc.</p> <p>6) Website Content Management (Upload and Coordination with vendor)</p> <p>7) End user Support with regard to the Single Window IT System (SWIT); Coordinating with stakeholders like vendors, applicants etc.</p>	<p>Preference will be given to candidates who possess the following:</p> <ol style="list-style-type: none"> 1. Experience in handling similar roles in previous jobs. 2. Strong knowledge of technology trends in IT, computing, and related fields. 3. Proficiency in MS Office tools. 4. Excellent problem-solving skills. 5. A proactive approach to tasks and responsibilities. 6. Good communication skills. 	1

4	Cyber Security Engineer (CSE) (Consultant Grade-I)	Minimum 3 years of Experience in area of Cyber Security.	MCA OR – BE / B.Tech. or Equivalent degree with specialization in Computers Science/ IT/ Electronics & Communication) OR – M.Sc./ M. Tech/ ME in Computer Science/IT OR – Master's degree Physics / Mathematics / Statistics /Operations Research /Electronics with Post Graduate Diploma in Computer Science	1) Design and implementation of cybersecurity tools, solutions and technologies as per existing policies and procedures. 2) Cybersecurity risk management 3) Ensuring compliance with Govt of India Guidelines (CERT-IN etc.) 4) Cybersecurity awareness programs and phishing testing campaigns. 5) Budget preparation and management for Cybersecurity. 6) Preparation of RFP's and vendor Selection/Management	1) In-depth knowledge of cybersecurity principles, practices, and technologies. 2) Knowledge of computer networking concepts and protocols, and network security methodologies. 3) Knowledge of cyber threats and vulnerabilities. 4) Desirable to have industry recognized cybersecurity Certifications like-CISSP, CISM, CRISC etc.	1
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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/-

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 an 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 (**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 the last date are liable to be rejected
- v. The last date and time to receive the application is April 08, 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																											
6. Position Applied for													Paste Passport size photograph in the box and sign across it																		
7. Total Experience (in years):	Please submit as per Annexure I																														
8. Last Pay Drawn (Annual CTC):																															
9. Academic Qualifications as on 08/04/2025:																															
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: _____																													
Pin Code:							E Mail :																								
Mobile:						Telephone with STD code:																									

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

