



**INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY**

2<sup>nd</sup> Floor, PRAGYA Tower,  
GIFT City, Gandhinagar Gujarat

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

**February 28, 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 Government of India set up the International Financial Services Centres Authority (IFSCA) as a unified regulatory body under IFSCA Act, 2019. The Authority will function as a unified regulator and is empowered to exercise the powers of RBI, SEBI, IRDAI and PFRDA in respect of financial services, financial products and financial institutions performed/located in the international financial services centres in the country. The Authority invites applications from eligible Indian citizens for the posts of young professionals/Consultant Grade 1/Consultant Grade 2/ Sr. consultant on contract basis, the particulars of which are given below:

1. Requirements:

Role	Min Experience in years (As on 29-02-2024)	Minimum Educational Qualification required	Job Description (Roles and responsibilities)	Required skillset/ Preferable experience	Number of Positions
Senior Consultant (Risk Management)	15	Educational Qualifications: • Bachelor's Degree: In Finance, Economics, Business Administration, or a related field from a recognized institution. • Master's Degree (preferred): MBA with a specialization in Finance, M.Sc. in Quantitative Finance, or a Master's in Risk Management	Roles: • Oversee and implement the risk management framework and strategy for IFSCA. • Advise on potential risks and suggest measures to mitigate them. • Work closely with various departments to ensure they understand and adhere to risk policies. • Review and analyze risk reports, ensuring they comply with regulatory requirements. Responsibilities: • Develop and maintain risk management policies and procedures. • Conduct regular risk assessments and audits to ensure compliance.	<b>Required Skillset:</b> <ul style="list-style-type: none"> <li>• <b>Analytical Skills:</b> Ability to analyze complex data and understand financial markets.</li> <li>• <b>Communication Skills:</b> Must be able to convey complex information in a clear manner to both technical and non-technical stakeholders.</li> <li>• <b>Decision-making:</b> Ability to make decisions under pressure and based on incomplete information.</li> <li>• <b>Knowledge of Regulatory Framework:</b></li> </ul>	1

		<p>or related field.</p> <p>Professional Qualifications:</p> <ul style="list-style-type: none"> <li>• Certification such as FRM (Financial Risk Manager), PRM (Professional Risk Manager), CFA (Chartered Financial Analyst), or other relevant certifications would be advantageous.</li> <li>• Experience: Minimum of 10-15 years of experience in risk management, preferably in the financial sector or regulatory bodies.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor and report on key risk indicators and metrics.</li> <li>• Provide training and guidance to staff on risk management best practices.</li> <li>• Stay updated with global risk management trends and best practices to ensure IFSCA remains at the forefront of risk management.</li> <li>• Engage with international counterparts and stakeholders to share and gather insights on risk management practices.</li> </ul>	<p>Familiarity with domestic and international regulatory standards and best practices in risk management.</p> <ul style="list-style-type: none"> <li>• <b>Technical Proficiency:</b> Familiarity with risk management software and tools.</li> </ul> <p><b>Preferable Experience:</b></p> <ul style="list-style-type: none"> <li>• Experience working with regulatory bodies or in a regulatory environment.</li> <li>• International exposure or experience in global markets.</li> <li>• Track record of successfully implementing risk management frameworks and strategies.</li> <li>• Experience in training or mentoring staff in risk management practices.</li> </ul>	
Consultant Grade 1 (Sustainable Finance)	3	<p>Master's degree in Engineering/ Environmental Science/ Sustainability Management/ Climate Finance or any related fields</p> <p>Or</p> <p>2 years PG diploma in Management/ MBA</p>	<p>Work with Sustainable finance division in IFSCA for the development and regulation of sustainable finance activities at IFSC.</p> <p>Conduct research and analysis on evolving and innovative financial products that enable sustainable financing.</p> <p>To study and analyze the global regulatory landscape and developments in Sustainable Finance and assist in drafting relevant regulations for IFSCA.</p> <p>Collaborate with relevant stakeholders including other</p>	<p>A strong understanding of financial markets is essential and should be able to grasp the existing regulatory frameworks related to ESG / Sustainable Finance.</p> <p>In-depth knowledge of climate change science, its impacts, and the implication for the financial sector is crucial.</p> <p>Proficiency in policy development and regulatory implementation is an advantage.</p> <p>Strong communication and interpersonal skills are necessary to engage with financial institutions, government</p>	1

			<p>regulatory agencies, to promote coordinated efforts in addressing climate finance issues, and developing policies and regulations</p> <p>Establish reporting requirements for financial institutions regulated by IFSCA consistent with the regulations of IFSCA</p>	<p>bodies, international organizations, to build consensus and collaboration.</p> <p>Experience in research and report writing can be beneficial</p> <p>Certification programs related to climate finance, and Climate risk such as those offered by professional organizations is an advantage.</p>	
<p>Consultant Grade 1 (Communication and Media related work)</p>	3	<p>Master's degree with specialization in Business Administration/Finance/Mass Communication/Journalism</p> <p>Desirable: Specialization, if any, in the above mentioned</p>	<p>Develop Media Relations: Coordination with media houses and professionals for providing IFSC &amp; IFSCA related updates and highlights.</p> <p>Handle Media Content for IFSCA: Manage media campaigns, press releases, social media posts and related activities.</p> <p>Create press releases, articles, blog posts, speeches, brochures and other types of media content for IFSCA</p> <p>Day to day coordination with Design and Media Agency</p>	<p>Media Relations: Coordination with media professionals for IFSC related updates and developments.</p> <p>Handle Media Content: Manage media campaigns, press releases, social media releases and related activities.</p> <p>Content Creation: Ability to create press releases, articles, blog posts, speeches, and other types of media content.</p> <p>Media Monitoring: Tracking and analyzing media coverage to gauge public perception and inform future strategies.</p>	1
<p>Consultant Grade 2 (Economic Policy and analysis)</p>	8	<p>Ph.D. degree in Economics/Statistics/Econometrics from a reputed university/institution</p>	<ul style="list-style-type: none"> <li>Carrying out evidence-based research studies as per the research requirements of IFSCA</li> <li>Conducting policy analysis, reviews, presentations and reports, notes, and policy proposals pertaining to the regulatory requirements of IFSCA</li> </ul>	<ul style="list-style-type: none"> <li>Experience in policy research and trend analysis in financial services sector with publication record in reputed journals is crucial.</li> <li>Experience of working with any research organisation/recognized think tanks is preferable.</li> <li>Ability to analyse complex reports or datasets and to translate complex</li> </ul>	1

			Analyzing trends and developments in international financial services market	ideas and diverse perspectives 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	
Consultant Grade 1 (Finance and Accounts)	3	CA with Bachelor's Degree in Commerce  (OR)  Retired officers (up to 62 years of Age) from the Central Government organisations having put in a minimum of 20 years of service with experience in auditing of Ministries/PSUs/Statutory Bodies and (or) having working knowledge in discharging PAO/DDO's functions, preparation of Annual Accounts, budget, tax compliance.	<ul style="list-style-type: none"> <li>Review of the accounting entries of the organization on daily basis</li> <li>Assistance in preparation of MIS reports in respect of the financial details of the organization as and when required</li> <li>Assistance in the tax compliance requirements of the organization</li> <li>Assistance in Budgeting process of the organization</li> </ul>	Preference will be given to those having:  handled similar profile in previous jobs.  Good Knowledge of Accounts and Tax  Proficiency in MS- office tools and Tally  Communication skills  Problem solving skills	1
Young Professional (Finance and Accounts)	1	CA with Bachelor's Degree in Commerce	<ul style="list-style-type: none"> <li>Review of the accounting entries of the organization on daily basis</li> <li>Assistance in preparation of MIS reports in respect of the financial details of the organization as and when required</li> <li>Assistance in the tax compliance requirements of the organization</li> <li>Assistance in Budgeting process of the organization</li> </ul>	Preference will be given to those having:  handled similar profile in previous jobs.  Good Knowledge of Accounts and Tax  Proficiency in MS- office tools and Tally  Communication skills  Problem solving skills	1

Consultant Grade 1 (Development Department)	3	<p>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</p> <p>Desirable: Specialization, if any, in the above mentioned</p>	<ul style="list-style-type: none"> <li>Undertake primary and secondary research in areas of global financial institutions, financial products and financial services</li> <li>Engagement with global and domestic financial services industry to showcase GIFT IFSC business opportunities.</li> <li>Support Development Department in day to day development related activities including organizing meetings, roundtable interactions and conferences.</li> </ul> <p>Study and evaluate international best practices in areas of Banking, Capital Markets, Insurance etc.,</p>	Three to eight years of work experience in reputed organization in the field of Banking, Capital Markets, Insurance, Fund Management, Consultancy and Auditing Services, etc.,	1

## 2. Age & Remuneration:

Age limit as on 29 February 2024:

Name of the Position	Upper age (limit)	Remuneration per month (In Rs)
Young Professional	32 years	<b>Up to 60,000 /-</b>
Consultant Grade 1	45 years	<b>80,000 – 1,45,000/-</b>
Consultant Grade 2	50 years	<b>1,45,000 – 2,65,000/-</b>
Sr. consultant	62 years	<b>2,65,000 – 3,30,000/-</b>

## 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.

Note: Person appointed on contract basis would not be entitled to any other allowance/facilities as admissible to a regular employee. He will be entitled to 15 days' leave on a pro rata basis.

### A) GENERAL INSTRUCTIONS:

1. Applications which are incomplete or received after the prescribed date will not be considered.

2. Mode of Selection will be Interview. The Authority reserves the right to modify the selection procedure, if deemed fit.
3. Candidates should satisfy themselves about their eligibility for the post applied for. The Authority shall determine their eligibility and only eligible candidates will be called for interview.
4. The IFSCA reserves the right to fill all the posts and the right not to fill up the post at all. The Authority shall reserve the right to decrease or increase the number of posts to be filled in case of best suitability.
5. The Authority reserves the right to cancel the advertisement fully or partly on any grounds.
6. Canvassing in any form will disqualify the candidate.
7. If the candidate 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. If the candidate qualifies in the selection process and subsequently it is found that he/she does not fulfill the eligibility criteria, his/her candidature will be cancelled. Action as deemed fit will be initiated.
8. Applications received after the due date will not be entertained. The Authority takes no responsibility for any delay in receipt of application or loss thereof in postal transit.
9. The decision of the Authority in all matters would be final and binding, and no correspondence in this regard would be entertained.

**B) HOW TO APPLY:**

10. Candidates who satisfy the eligibility norms may apply giving their bio data strictly in the format given below.
11. Applications along with supporting documents should be sent by post/ courier only in a cover superscribing the post applied for 'IFSCA – application for the post 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
12. Applications not in the prescribed format and received after this date are liable to be rejected
13. The last date and time to receive the application is March 26, 2024 at 6.00 PM.

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