

**INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY**

**(2<sup>nd</sup> and 3<sup>rd</sup> Floor, Pragya Tower, GIFT City, Gandhinagar, Gujarat)**

**Recruitment to the post of Assistant General Manager (Officer Grade C) on**

**Deputation basis**

**F.No.24/IFSCA/Vacancy notification/2020-2021**

**February 20, 2024**

- I. The Government of India has established the International Financial Services Centres Authority (IFSCA) as a statutory body under IFSCA Act, 2019 with a mandate to develop and regulate the financial services, financial products and financial institutions in International Financial Services Centres in India. The IFSC at GIFT City, Gandhinagar is the maiden IFSC in the country. The Authority invites applications from eligible Indian citizens for the post of Assistant General Manager (Officer Grade C) on Deputation basis.
- II. ASSISTANT GENERAL MANAGER (Officer Grade C) – Total number of posts expected to be filled is 7 as below:

S.N	Stream	Number of Posts
1.	Insurance operations	01
2.	Legal	01
3.	Human Resources Management	01
4.	Enforcement	01
5.	Development	01
6.	Finance and Accounts	01
7.	Investment Funds	01

- III. **Pay and Allowances:** As admissible to Assistant General Manager (AGM) in IFSCA. The present applicable scale of pay for Assistant General Manager is Rs. Rs. 77950-2850(3)-86500-3100(2)-92700-3300(4)-105900-EB-3300(2)-112500-3550(1)-116050 (13 years). The candidates appointed on a Deputation basis would have the option to draw pay and allowances as admissible to him/her in the parent organization or the scale of pay as admissible in IFSCA.

IV. Eligibility Criteria:

- a. **Age limit as on February 01, 2024:** Not more than 56 years of age.
- b. **Experience as on February 01, 2024:**
- i. In case of Group-A officer of Central/ State Govt. organization: The candidate must possess not less than 6 years of experience as a Group-A Officer in All India Service/ Central Civil Services/ Central/ State Autonomous/ Subordinate Authorities in the grade rendered after appointment thereto on regular basis in Level-10 in the pay matrix. (Or)
- ii. In the case of officer of Regulatory Body/ Financial Institution: The candidate must possess not less than 6 years of experience as an Officer in the Financial Sector Regulators, such as RBI/ SEB/ IRDAI/PFRDA and Financial Institutions. Out of 6 years, minimum 3 years of work experience as Manager/ Officer Grade-B/ Equivalent. The details of experience needed shall be as follows.
- iii. **In addition to above, the candidate must possess the undermentioned experience in the relevant field:**

- a. For AGM (Development): Minimum six years of work experience in the field of Customs/ international affairs/ coordination with multilateral organizations (World Bank, IMF, ADB, NDB, IOSCO, IAIS etc)/ Central excise/ taxation/ SEZ and/ or development of financial products, financial services and financial institutions etc.,
- b. For AGM (Insurance): Minimum six years of development/ regulatory work experience in Insurance and Reinsurance operations.
- c. For AGM (HRD): Minimum six years of work experience in the field of human resources management, including recruitment, training management, performance management, promotion procedure, cadre review, maintenance of service records, preparation of reservation roaster etc.,
- d. For AGM (Finance & Accounts): Minimum six years of work experience in the field of finance and Accounts, including review of accounting entries, guidance in preparation of MIS reports involving financial matters of Tax compliance, Budget preparation, payroll management, internal checks, control, internal audit, liaisoning with CAG and chartered accountants, and preparation of Annual Accounts, etc.,
- e. For AGM (Enforcement): Minimum six years of work experience in the field of Prevention of Money Laundering, FEMA, FEOA, FERA, COFEPOSA, FATF, CFT and related areas.
- f. For AGM (Legal): An officer having legal background and with minimum six years of work experience in the legal policy and legal affairs related to Banking, Capital Market, Insurance and Funds.
- g. For AGM (Funds): Minimum six years of work experience in dealing with activities relating to securities market, financial products and financial services in the area of policy formulation/ registration/ supervision/ legal documentation/ compliance/ investment/ risk management or operations. Preference may be given to candidates having prior experience in dealing with Investment Funds and fund management related activities such as AIF/ Mutual Funds/ PMS/ REIT/ InvIT, etc.

#### V. **Term of appointment:**

- a) The appointment for the post will be on a deputation basis initially for a period of three years and extendable up to 5 years. The period of **deputation in another ex-cadre post held immediately preceding this appointment** in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. It may be extended for another two years such that maximum period of deputation shall not exceed five years.
- b) The candidates applying for the post of Assistant General Manager on deputation basis should route their applications through their employer, along with details of major / minor penalties, if any, imposed during the last 10 years, and copy of Annual Performance Appraisal Reports for last 5 years. In case, the candidate could not send the application through proper channel by due date, advance copy may be sent by due date. Incomplete applications will not be considered. Upon selection, the selected candidate has to produce vigilance clearance and cadre clearance before the due date for joining.
- c) Competent authority may, after the assessment of the performance of officer joining IFSCA on deputation for a specified period of time, give an **opportunity to get absorbed in the services of the Authority and their terms and conditions** of deputation/absorption, shall be as specified by the competent authority of IFSCA.

#### VI. **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 be satisfied with their eligibility for the post applied for. The Authority shall determine their eligibility and only eligible candidates will be called for Interview.
4. The Authority reserves the right to raise the minimum standards in respect of qualification and experience in order to restrict the number of candidates to be called for the Interview. Thus, merely fulfilling the eligibility conditions laid down in the advertisement as regards qualifications and experience would not automatically entitle any candidate to be called for the Interview.
5. 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
6. The Authority reserves the right to cancel the advertisement fully or partly on any grounds.
7. Canvassing in any form will disqualify the candidate.

8. If the candidate is not eligible or have knowingly or wilfully 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 fulfil the eligibility criteria, his/her candidature will be cancelled and if appointed, he/she will be repatriated without any notice or compensation. Action as deemed fit will be initiated.
9. Applications received after due date will not be entertained. The Authority takes no responsibility for any delay in receipt of application or loss thereof in postal transit.
10. The decision of Authority in all matters would be final and binding, and no correspondence in this regard would be entertained.
11. Candidates who satisfy the eligibility norms may apply giving their bio data strictly in the prescribed format.
12. Applications along with supporting documents should be sent by post/ courier in a cover superscribing the post applied for 'IFSCA – application for the post of Assistant General Manager (Officer Grade C) (write name of the stream) 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*

13. Applications not in the prescribed format and received after this date are liable to be rejected.
14. The last date and time to receive the application is March 28, 2024 by 6.00 PM

**APPLICATION FORM**

<b>INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY</b>																
<b>APPLICATION FOR THE POST OF ASSISTANT GENERAL MANAGER (OFFICER GRADE C) ON DEPUTATION</b>																
<b>1. Name of Applicant</b> (Block Letters)																
<b>2. Father's Name</b>																
<b>3. Sex: (√)</b>	M					F					<b>4. Category (Please √ wherever applicable):</b>				<b>Paste Passport size photograph in the box and sign across it</b>	
											GEN	OBC	SC	ST		
<b>5. Date of Birth:</b>	D	D	M	M	Y	Y	Y	Y								
<b>6. Total Experience (in years):</b> Please mention the field of experience year-wise.		Please submit as per Annexure 1														
<b>7. Stream Applied For:</b>		i) Legal <input type="checkbox"/> ii) Insurance Operations <input type="checkbox"/> iii) Enforcement <input type="checkbox"/> iv) Finance & Accounts <input type="checkbox"/> v) Development <input type="checkbox"/> vi) Investment Funds <input type="checkbox"/> vii) Human Resources Management <input type="checkbox"/>														
<b>8. Academic Qualifications as on 01.02.2024</b>																
Qualification	Examination	Main Subjects	Year of passing	University/Institute	Overall (%) of marks	Class/Division										
Graduation																
Post Graduation																
Any other																
<b>9. Postal Address (English – in capital letters only)</b>												Dist.:				
												State:				
Pin Code:												E Mail :				
Mobile:								Telephone with STD code:								

**Note: Please attach documentary proof.**

**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, it is 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**

**Annexure 1**

**Name:**

**Work experience:**

<b>Sl No</b>	<b>Name of the organization</b>	<b>Position held</b>	<b>From</b>	<b>To</b>	<b>Area of work</b>	<b>Significant achievement</b>