

BIHAR VIKAS MISSION

Job Description



1. General Information	
Position Title:	Banking and Finance Expert
Reports to:	Principal Secretary – Co-operative Department
Department:	Bihar Vikas Mission
Job Code:	
2. Organization Chart	
<pre> graph TD PS[Principal Secretary] --> BFE[Banking and Finance Expert] </pre>	
3. Key Accountabilities	
Strategizing and Expert Advisory <ul style="list-style-type: none"> • Provide technical inputs on strengthening and promoting financial viability of the cooperatives in Bihar by enhancing the process of microfinance operations of the primary agricultural cooperative societies (PACS) • Provide technical advice to the key Department functionaries and relevant PIAs in guiding, supervising, coordinating, monitoring and controlling the financial operations of the Primary Agricultural Cooperative Societies (PACS) in the state • Identify and analyse potential linkages and contribution of the financing bodies into the network of cooperatives, while safeguarding the interests of the members and attune the monetary and credit system to the larger interests and priorities of the members • Prepare a plan to invite increased financing through public sector banks through SWOT analysis, financial projection, financial assumptions, sensitivity analysis and productivity management for such collaborations • Plan and facilitate organisation of conferences of district central cooperative banks in the country and pave way for exchange of views among cooperative bankers on important operational and policy matters • Identify probable bottlenecks and challenges in the financial operations of the cooperatives and devise solutions for addressing them • Initiate efforts to collaborate with international organisations such as APRACA, IRU, representatives of the World Bank etc. on matters pertaining to possibilities of foreign assistance • Maintain a close and cordial relations with Government of India, Reserve Bank of India, National Bank for Agriculture and Rural Development, and other financial institutions to facilitate the development of cooperative credit on behalf of the member banks 	
Continuous Improvement <ul style="list-style-type: none"> • Identify opportunities for continuous improvement of systems, processes and practices taking into account international and national best practices, in order to facilitate cost optimization and 	

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productivity improvement

Policies, Systems, Processes & Procedures

- Recommend improvements to functional procedures and follow all relevant departmental policies, processes, standard operating procedures and instructions so that work is carried out in a controlled and consistent manner

Related Assignments

- Perform other related duties or assignments as and when required

4. Qualifications and Experience

Essential

- Bachelor's degree in any discipline
- Minimum 15 years of post-qualification experience in banking and finance with at least 7 years of experience in public sector finance management and operations
- Minimum 3 years of experience in a leadership / advisory position in relevant state / central government / bilateral / multilateral organizations such as RBI / NABARD / NAFSCOB / State Cooperative Agriculture/Rural Development Banks (SCARDS) / Primary Cooperative Agriculture and Rural Development Banks (PCARDBS) / any co-operative bank

Preferred

- Less than 70 years of age as on 1st January 2017
- Proven experience of working in a managerial capacity in microfinance program / micro-finance institutions / international NGOs / agriculture promotion organisations etc.
- Experience of working on state and national level large scale projects (budget value of more than Rs. 500 crores) with proven records of execution of the project
- Master's degree or higher in Economics / Public Policy / Finance / Public Finance
- Certificate / Diploma from National Council for Co-operative Training (NCCT) / Advanced Diploma In Urban Co-Operative Banking
- Honors / Awards / discourses / recognized publications in relevant area will be an added advantage

5. Knowledge and Other Skills

- Excellent knowledge about agri-business and rural marketing, value chain analysis, financial literacy, micro finance
- Good knowledge of community managed savings and credit methodology
- Demonstrated experience in designing and implementing microfinance programs for rural / urban poor households
- Knowledge of KYC, AML & CFT Programme for state co-operative banks
- Experience of working with successful cooperatives in India and excellent understanding of their business models such as SEWA, Indian Coffee house (Restaurant chain), Mother Dairy, IFFCO (Indian Farmers Fertilizers Cooperative Limited), Co-optex (A unit of Tamil Nadu's Handloom weavers cooperative society)
- Fluency in written and spoken English and Hindi