

**Subject: Recruitment of Executive (N-5) at NBCFDC reg.**

Sir,

National Backward Classes Finance & Development Corporation (NBCFDC) is a Govt. of India undertaking under the aegis of Ministry of Social Justice & Empowerment, Govt. of India. The vision of the corporation is to play a leading role in upliftment of economic status of the poor amongst the Backward Classes by providing concessional financial assistance to the target group through the State Channelizing Agencies (SCAs) / Regional Rural Banks and Public Sector Banks. The Corporation additionally undertakes skill development and other promotional activities for its beneficiaries.

**A Details of Post & Educational Qualification-**

NBCFDC invites applications from eligible persons for filling up of the following posts on immediate absorption basis:

<b>I</b>	<b>Name of the Post:</b>	<b>Executive (IT) - (N-5)</b>
	No. of Post:	One (01)
	Pay scale :	Rs.26,500-95,000/- (IDA)
	Educational Qualification:	B.Tech.(Computer Science)/MCA
	Category :	OBC (Reserved),
	Age limit:	Below 32 years as on 31.03.2019
	Place of Posting:	New Delhi
<b>II</b>	<b>Name of the Post:</b>	<b>Executive (Project Finance) - (N-5)</b>
	No. of Post:	One (01)
	Pay scale :	Rs.26,500-95,000 (IDA)
	Educational Qualification:	CA/ICWA/MBA (Finance)
	Category :	UR (Un-reserved)
	Age limit:	32 years as on 31.03.2019
	Place of Posting:	New Delhi

**Note:** Age relaxation shall be applicable to the SC/ST/OBC /PWD & other categories of candidates as per Government directives and the age limit for the Internal candidates shall be as per Recruitment Seniority and Promotion Rules of the Corporation.

**B. Work Experience -**

(i). The applicants should have minimum one year of working experience in N-4 grade i.e in the pay scale of Rs.25,500-90,000/- (IDA) or Executive level pay scale in a Bank and in case of contractual employees he /she should be drawing a minimum consolidated remuneration of Rs.35,000/- p.m for atleast one year.

(ii) Candidate applying for post of Executive (IT) should have specific hands on experience of working in JAWA language pertaining to loan accounting systems and other operational software as implemented in Financial services CPSEs/ PSBs/ organization under aegis of Ministry of Electronics & IT.

(iii) Candidates applying for Executive (Project-Finance) should have specific hands on experience of working in Loan Management and IT Systems pertaining to loan accounting systems and other operational software in Financial Service, CPSEs / Public Sector Banks.

(iv) An understanding of socio economic conditions of Backward Classes and exposure to community and social development related areas with willingness to travel to the clusters of weaker sections in rural and urban areas will also be essential.

**C. Emoluments and Other Conditions -**

(i) The emoluments for Executive (N-5) post in the pay-scale of Rs.26,500-95,000 (IDA) is Rs.44,467/- p.m as on March 2019. The other benefits such as Leave, LTC, Medical benefits, Provident Funds, Gratuity, Pension, HBA incentives etc. shall be as per rules of the Corporation. The approx. CTC presently is Rs.07.00 lakhs.

(ii) While the place of posting will be New Delhi as of now and the area of working will be broadly as per requirement elaborated at B above, the incumbents should be prepared to work at any location on pan India basis in sectors as may be required by the Corporation from time to time.

The candidates fulfilling the above eligible terms and conditions should submit their applications in the enclosed format with all supporting documents duly certified by the Competent Authority of CPSE / Bank alongwith vigilance clearance, which should reach the below mentioned official address in hard copy latest by 15.04.2019, super-scribing on the envelop, the name of the post applied for.

The General Manager (HR &A), NBCFDC, 5th Floor NCUI Building, 3, Siri Institutional Area, August Kranti Marg, New Delhi-110016. Applications not forwarded by the CPSE/Banks will not be considered.

After scrutiny of applications suitable candidates shall be called for written Test. The outstation candidates shall be entitled for reimbursement of (AC Bus fare / IIIrd AC train fare) shortest route subject to submission of tickets.

Yours faithfully,  
For & on behalf of NBCFDC

**[ V.R. Chary ]**  
**General Manager (HR&A)**

Encl: Application Format

**NATIONAL BACKWARD CLASSES FINANCE & DEVELOPMENT CORPORATION**

(A GOVERNMENT OF INDIA UNDERTAKING, Ministry of Social Justice &amp; Empowerment)

5<sup>th</sup> Floor, NCUI Building, 3, Siri Institutional Area, August Kranti Marg, New Delhi-110016.

Tel-011-26511 027, 26511028 Fax-011-26850086

**APPLICATION FORM**

Affix Photo

**INSTRUCTIONS**

- a) To be filled by the candidate in his/her own hand writing.
- b) Ensure all certificate copies of Qualifications, Experience (if any), Caste, Income and Aadhar are enclosed.

**POST APPLIED FOR** \_\_\_\_\_

1.	Name in full(in block capitals) Shri/Smt./Kumari	
2.	Date of Birth	
3.	Marital Status:-	
4.	Aadhar No.	
5.	Fathers/Husband Name	
6.	Category (UR/OBC/SC/ST/PWD)	
7.	Place & State of birth	
8.	Postal Address in full (in-block Capitals to which communications should be sent) e-mail Id: Mobile No.:	
9.	Permanent Address	

10. Language you read, write and speak?

Read only	Speak Only	Read and Speak	Read, Write & Speak	Examination Passed

11. Educational qualification attended (from 10<sup>th</sup> onwards) attach copies.

Name of Institution	Examination Passed	Class or Div. with %age of marks	Subjects taken	Year

12. Professional working experience (Attach copies).

S.No.	Name of Employer	Designation & Pay scale/ Emoluments	Period / Year of Experience (From – To)	Nature of Duties	Reasons for leaving
1					
2					
3					
4					

13. Certificates of Merits / Excellence received in academics and or during working experience.

14. Particulars of all family members (Father, Mother, Sister/Brother etc. )

Sl No:	Name	Relations Employee	Gender	Age	Date of Birth	Marital Status	Employer Profession/ Business	Place of living
1.	2.	3.	4.	5.	6.	7.	8	9
1								
2								
3								
4								
5								
6								
7								

15. Name & addresses of two references  
(Other than relatives)

1.

2.

16. List of documents attached including on working experience, certificates of merit/ excellence, if any.

1.

2.

3.

**DECLARATION TO BE SIGNED BY THE CANDIDATE:**

I hereby declare that details given in this application are true to the best of my knowledge and belief.

Date:\_\_\_\_\_

Signature of applicant

**FORWARDING BY THE EMPLOYER.**

Certified that Shri/Smt./Km.\_\_\_\_\_ working in this Bank/CPSEs/Organization fulfilling the requisite qualifications/experience/pay scales/consolidated salary as prescribed in the said recruitment notification of NBCFDC dated 14.03.2019. His/her application is hereby forwarded.

Signature  
Designation  
(with seal of office)