

(A Government of India Undertaking)

Corporate Office, Speed Post Centre Building, Bhai Veer Singh Marg, New Delhi -110001

**RECRUITMENT OF GENERAL MANGER (FINANCE)/CHIEF FINANCE OFFICER ON REGULAR BASIS**

**Advertisement No.: IPPB/CO/HR/RECT./2023-24/04**

India Post Payments Bank Limited (IPPB) has been setup under the Department of Post, Ministry of Communications with 100% equity owned by Government of India having presence all over India which aims to utilize all of India's 1,59,000 post offices as access points and 3~Lakh Postmen and Gramin Dak Sewaks (GDS) to provide doorstep banking services. IPPB is leading the next revolution of banking and financial literacy and this new model will pave the way for India's largest banking network to reach each and every corner of the nation.

In order to support our future growth and transformation challenges, we invite applications from qualified, energetic and dynamic candidates who will be appointed in Scale VII on regular basis through online application mode as per details given below. Interested candidates who fulfil the eligibility criteria may apply online from 08.08.2023 to 28.08.2023 by visiting our website [www.ippbonline.com](http://www.ippbonline.com). No other mode of application will be accepted.

**IMPORTANT DATES:**

(i)	<b>Opening date for On-line Registration of Applications</b>	<b>08.08.2023: 10.00 AM</b>
(ii)	<b>Last date of On-line Submission of Applications with Fee</b>	<b>28.08.2023: 11.59 PM</b>

**NOTE:** Detailed instructions may be referred at the time of applying online application. Candidates in their own interest are advised, not to wait till the last date & time for applying online. IPPB shall not be responsible, if candidates are not able to submit their applications due to last time rush.

**Abbreviations used:** **TEGS:** Top Executive Grade/ Scale, **UR:** Un-reserved, **OBC (NCL):** Other Backward Classes (Non-Creamy Layer), **EWS:** Economically Weaker Section, **SC:** Scheduled Caste, **ST:** Scheduled Tribe, **PWD:** Persons with Disability, **OC:** Orthopedically Challenged, **VI:** Visual Impairment, **HI:** Hearing Impairment, **PSB:** Public Sector Bank, **PSU:** Public Sector Undertaking.

**1. Eligibility Criteria:**

The Age and Post Qualification experience as on 01.07.2023 for the posts specified at Point 3 are prescribed as under:

Scale	Designation/ Post	Age (as on 01-07-2023)	Post Qualification Work Experience in Officer Cadre
TEGS-VII	General Manager (Finance)/ Chief Finance Officer	38 to 55 Years	18 Years

**2. Details of number of vacancies:**

Department	Scale	Post/Designation	No. of Vacancies	Vacancy reserved for				
				UR	EWS	OBC	SC	ST
Finance	VII	General Manager (Finance)/ Chief Finance Officer	1	1	-	-	-	-

### 3. Job description and Minimum Eligibility Criteria:

Function	Position	Job Description	Minimum Eligibility Criteria
Finance	Chief Finance Officer	<ol style="list-style-type: none"> <li>1. Responsible for accurate and timely presentation and reporting of financial information of the Bank.</li> <li>2. Develop the Financial Strategy for the Bank, and ensure compliance to Financial Standards.</li> <li>3. Ensure all government regulations and requirements are disseminated to appropriate personnel and monitor overall financial and reporting compliance for the Bank.</li> <li>4. Assess organizational financial performance against both the annual budget and the organization's long-term strategy.</li> <li>5. Develop tools and systems to provide critical information to the CEO to help make recommendations on both strategy and operations.</li> <li>6. Ensure adherence to appropriate Accounting Policy, processes and procedures within the Bank for ensuring integrity of the financial statements and compliance with local (Indian GAAP/RBI) financial accounting &amp; reporting policies/standards.</li> </ol>	<p><b>Minimum Educational Qualification:</b> Chartered Accountant (CA) from ICAI.</p> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. CAIIB Certification is preferred.</li> <li>2. MBA (Finance) from University/ Institution/ Board recognized by the Government of India/ International University of repute (or) approved by a Government Regulatory Body, is preferred.</li> <li>3. CFA Certification from the CFA Institute is preferred.</li> </ol> <p><b>Post Qualification Work Experience:</b></p> <p>The candidate should have a minimum 18 years of experience in officer cadre <b>(of which)</b></p> <p>Minimum 15 years of experience in overseeing financial operations, preferably accounting and taxation matters, in banks/ large Corporates/ PSUs/Financial Institutions/ Financial Services Organizations, of which 10 Years should be in banks/ Financial Institutions of which 05 years should be at seniormanagement level.</p>

### 4. General instructions for candidates applying for the above-mentioned positions:

- a) The candidate working in Central/State Government/PSBs/PSUs/Autonomous Bodies must be working in the immediate lower scale or equivalent for a minimum period of one year.
- b) For candidates working in Private Sector, the CTC applicable in the immediate lower scale in IPPB (refer point 08- Compensation/Pay of this advertisement), must be drawn by the candidate for at least a period of one year.
- c) The Degree/ PG Diploma/ PG Degree must be from the recognized University/Institute, recognized AICTE/UGC/Central or Deemed University **and should be regular/full time course**. In case of any dispute arising about admissibility of any particular qualification, the decision of India Post Payments Bank Limited (IPPB) shall be final and binding.
- d) In case the result of a particular examination is posted on the website of the University / Institute and web-based certificate is issued, then the date of passing will be reckoned from the original document / certificate issued and signed by the appropriate authority.
- e) Candidates of SC/ST/OBC-NCL category can also apply for Unreserved Post/ vacancy but they cannot claim any relaxation otherwise applicable for reserved categories.

## 5. Selection Process:

- a) Selection will be made on the basis of Interview. However, Bank reserves the right to conduct assessment, Group Discussion or Online Test in addition to interview. Merely satisfying the eligibility norms do not entitle a candidate to be called for Interview/Group Discussion or Online Test.
- b) IPPB reserves the right to call only the requisite number of candidates for the Assessment/ Interview/ Group Discussion or Online Test after preliminary screening/ short listing with reference to candidates' qualification, experience, profile vis-a-vis job requirements, etc.
- c) Results of the candidates who have qualified for various stages of the recruitment process and the list of candidates finally selected will be made available on the website. Final select list will be published on the website.

## 6. Application Fee / Intimation Charges (Non-Refundable)

Category of Applicant	Application Fee
SC/ST/PWD (Only Intimation charges)	INR 150.00 (Rupees One Hundred and Fifty Only)
For all others	INR 750.00 (Rupees Seven Hundred fifty Only)

- i. Candidates should ensure their eligibility before paying the fees/applying online.
- ii. Application once made will not be allowed to be withdrawn and fee once paid will NOT be refunded under any circumstances nor can it be held in reserve for any other future selection process.

## 7. Reservations & Relaxations:

(a) Reservations and relaxations will be provided as per guidelines of Govt. of India for the purpose.

## 8. Pay scale and allowances for Regular positions:

Scale	Basic Pay Scale (in Rs.)	Approximate CTC (Per Month)
Scale VII	1,16,120 – 3,220 (4) – 1,29,000	3,70,000/-
Scale VI	1,04,240 – 2,970 (4) – 1,16,120	3,27,000/-

The Cost to Company (CTC) of officers includes other pay and perks, such as Dearness Allowance, City Compensatory Allowance, Special Allowance, Fixed Personal Pay, Bouquet of Allowance (50% of basic pay), NPS, Gratuity, HRA/ Leased accommodation etc. as per service rules in force from time to time.

**In addition to the above, the officer would be entitled to Performance Pay as per criteria defined by IPPB from time to time.**

**9. Posting:** The selected officers will be posted at Corporate Office, New Delhi. However, officer may be posted anywhere in India. Candidates willing to serve anywhere in India should apply.

## 10. Action against candidates found guilty of misconduct

Candidates are advised in their own interest that they should not furnish any particulars/details/information or make statements that are false, incorrect, tampered, fabricated and should not conceal or suppress any material information while filling up the application form and submitting the attested copies of testimonials. In case it is detected at any time that the candidate has indulged in any of the above-mentioned activities, he/she will not only be disqualified but will be liable to be dismissed from the services of IPPB at any time, even after being selected and after joining IPPB's service. At the time of Interview, if a candidate is (or has been) found guilty of:

- i. Using unfair means during the selection process, or
- ii. Impersonating or procuring impersonation by any person, or
- iii. Misbehaving in the Personal Interview/ Group Discussion, or
- iv. Resorting to any irregular or improper means in connection with his/her candidature, including resorting to canvassing for his candidature, or obtaining support for his/her candidature, by any means, such candidate may, in addition to rendering himself/herself liable to criminal prosecution, shall also be liable:
  - a) To be disqualified from the selection process for which he / she is a candidate;
  - b) To be debarred, either permanently or for a specified period, from any examination or recruitment conducted by IPPB.

#### 11. Medical Fitness

Medical Fitness and Character (wherever applicable) verification of selected candidates: The appointment of selected candidates will be subject to their being declared medically fit by a Doctor or a panel of Doctors approved by IPPB and upon satisfactory verification of their character, antecedents (wherever applicable). Till such time, their appointment will be provisional.

#### 12. General information

- i. Only Indian Nationals are eligible to apply.
  - ii. Incomplete on-line application, in any respect shall be rejected and no further correspondence shall be entertained. In addition, no other means/mode of submission of application shall be accepted under any circumstances.
  - iii. No TA/DA will be paid to any candidate for appearing in the Written Exam/ Interview.
  - iv. No modifications are allowed after candidate submits the online application form. If any discrepancies are found between the data filled by the candidate online and the original testimonies, his candidature **is liable to be rejected**.
  - v. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/ her candidature is liable to be rejected at any stage of the recruitment process or after recruitment or joining.
  - vi. Candidates employed with Central or State Government / PSBs / PSUs / Autonomous Bodies have to produce No Objection Certificate (NOC) at the time of interview. ***If the candidate fails to provide the NOC at the time of Interview he/she will not be allowed to appear for the interview.***
13. The management reserves the right to fill or not to fill any of the above positions without assigning any reasons whatsoever. IPPB also reserves the right to cancel / restrict / modify / alter the recruitment process, if required.
14. Any modifications/ amendments /corrigendum in respect of the above advertisement shall be made available only on IPPB's official website. No further press advertisement will be published. Hence prospective applicants are advised to visit IPPB's website regularly for this purpose.
15. All correspondence/announcements with respect to above recruitment process shall be done through e-mail/notices on the company's website. Important information regarding recruitment will be available in IPPB website and as such, candidates are advised to visit the same frequently. It is the responsibility of the candidate to download/print the Admit Card/ Interview Call Letters. Company will not be responsible for any loss of email sent, due to invalid/ wrong Email ID provided by the candidate or due to any other reason. Candidate's E-mail Id and Mobile No. should be valid for at least one year.

16. For any queries related to online application candidates may write on company's email id: [careers@ippbonline.in](mailto:careers@ippbonline.in).
17. Please go through the detailed instructions before filling online application.
18. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Delhi only.

**Sd/-**  
**Chief HR Officer**  
**HR Department**