



National Bank for Agriculture and Rural Development
Plot No.C-24, G Block, Bandra-Kurla Complex
Bandra (E), Mumbai-400 051

Advertisement No.4 Specialist officers on Contract -2018-19

NABARD invites only ONLINE applications in prescribed format from Indian citizens having necessary qualification and experience for engagement of Specialist Officers on contract basis for the following post at its Head Office, Mumbai.

S. no.	Post	Job Profile	Educational Qualification	Experience	Level
1	Senior Project Advisor-Digitisation of SHGs 1 Post	a) Monitoring of the EShakti project which is presently under implementation in 100 districts and is likely to be expanded. b) Defining and modifying where required, the functional, technical and operational details of the EShakti software system including the mobile App. c) Preparation of RFP for expansion of the EShakti Project with techno-financial specifications for expansion of the project to more districts and scrutinize/ apprise the proposals received for selection of vendors. d) Managing risks and emerging challenges and ensuring the data	MBA /MTech from a reputed Institution or equivalent.	15 – 20 years experience. Must have worked in technology enabled Financial Inclusion, Experience in an organisation having large customer base and transaction and data management, experience in selection of technology vendors for large scale projects, proven ability to lead a team with multiple priorities and tight deadlines. Understands SHG concept, Good knowledge in Information Technology, accounting and banking practices. 2. It is desirable that the Senior Project Advisor has vast	Senior

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		<p>security related aspects of the EShakti projects.</p> <p>e) Developing, documenting and communicating all plans and methodology for implementation of digitisation in the field in the selected districts.</p> <p>f) Supervising and managing various vendors associated with the project and also providing guidance in settlement of bills, etc.</p> <p>g) Ensuring smooth operations of the digital platform including selection of vendors, finalisation of service level agreements with Application Service Provider/ Implementing Agency, monitoring project execution as per plan.</p> <p>h) Monitoring vendor adherence to SLAs, periodically reporting to CGM, MCID, supervising timing of all tasks, resolving technological issues that may arise due to integration, expansion, migration of data, etc. and taking appropriate measures to ensure timely project implementation.</p> <p>i) Suggesting measures for addressing risk related issues.</p> <p>j) Facilitating the core team to support implementation of digitisation.</p> <p>k) Facilitating management of human and business resources required for</p>		<p>experience in implementing technology driven projects in remote areas also with sufficient managerial skills</p>	

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		<p>successful implementation and smooth running of the project.</p> <p>l) Monitoring the performance of Junior Consultants.</p> <p>m) Any other activity related and incidental to the above.</p>			
2	Communication Professionals (Core Designing Staff) (02 posts* one each for Mumbai & New Delhi)	<ul style="list-style-type: none"> • Edit/shorten films on successful projects of NABARD without affecting the overall story • Edit/enhance pictures for different collaterals and media • Critique new films made in the department • Proven proficiency in Adobe Photoshop/Adobe Illustrator, Flash, Dreamweaver, Corel Draw, PowerPoint, online photo typing tools is compulsory. • Create design and layout for books, brochures, leaflets, calendars and diaries • Conceptualize and design collateral for events, workshops and seminars • Create artworks for social media, website, e-learning content, mailers, advertisement, poster, logo and other print works 	<p>Essential Bachelor of Art or Mass communication from a recognized University with knowledge of Editing, composing, post production, visual designing, graphics designing, flash & web designing.</p>	<p>Essential: 2 Years in relevant field</p> <p>Desirable: 04 Years in related fields.</p>	Junior

*The candidates who have already applied against the advertisement published on 13th June 2018 for Communication professional need not apply afresh as their application will be considered for the above post.

2. Period of contract and Remuneration

Sl. No.	Name of the Post	No. of Posts	Level	Remuneration (Per month)	Duration
1	Senior Project Advisor- Digitisation of SHGs	1	Senior	Rs.2.50 lakh	2 Years
2	Communication Professionals (Core designing Staff)	2	Junior	Rs.0.77 Lakh	2 Years

Reservations: No Reservation

All posts are under Un-reserved category, however, candidates from SC/ST/OBC categories can apply for the same subject to eligibility as UR. The compensation being cost to NABARD will be inclusive of any statutory payment that NABARD may be required to pay on behalf of the contract appointee. No relaxation in age and fee will be given to NABARD employees. SC /ST / PWBD candidates, are eligible to apply for all the posts under respective category and are exempted from paying the application fee, however they have to pay the intimation charges.

3. Maximum Age : 63 years (as on 01.08.2018)

4. Applicants working in Government/ Quasi Government, PSUs, Banks & FIs will be required to submit NOC from the employer at the time of interview, failing which candidate will not be allowed to appear for interview and shall not be eligible for TA for interview.

5. The period of engagement on contract will be as above i.e. 2 years, extendable by 01 year. One post mentioned at Sr. No. 2 is with a clause of absorption (for candidates having expertise in Designing) at the end of contract /extended contract in permanent service of NABARD on satisfactory performance during contract period, subject to being found suitable. The monthly remuneration is all inclusive & shall be liable for TDS as per Income Tax Act & Rules in force. The appointment shall be subject to review of performance on half yearly basis. The termination of contract will be by giving one months' notice on either side. The contract period can be extended further by 01 year based on the performance of the contract employee and requirement of NABARD. The contract employee shall have no right or claim for regular employment in the organization. The Bank may terminate the contract of service if the performance is found unsatisfactory.

6. **Selection Process:** The candidates will be shortlisted for interview in the ratio of 1:5 for Sr. No. 1 and 1:10 for Sr. No. 2 on the basis of qualification, experience, etc. The Bank reserves the right to increase/ decrease the number of post/s or cancel the above contract recruitment in part or full as per institutional requirement without assigning any reason. The roll nos. of candidates shortlisted for interview & subsequent selection shall be published on Bank's website viz. www.nabard.org. The decision of the Bank in shortlisting for interview & selecting the candidates for appointment based on minimum qualifying standard shall be final & no correspondence will be entertained in this regard.

7. Superannuation Benefits

The staff on contract shall not be entitled to any superannuation benefits viz., Provident Fund, Pension, Gratuity, etc.

8. Residential Accommodation / HRA

No Residential accommodation will be provided by the bank.

9. Travelling & Halting Allowance

The Specialist officer will be eligible for TA/HA as admissible to an officer of the bank as per extant TA Rules.

10. Leave

The Specialist officer on contract shall be entitled for a leave up to a maximum of 30 days in a calendar year during the contract period on proportionate basis provided that not more than 07 days leave may be availed at a stretch and that Saturday/Sunday/Holiday may not be combined in such a way that total absence on any one occasion exceeds 10 days (including intervening holidays / Saturday /Sunday), if any. Leave will however be granted subject to exigencies of work. Any absence beyond the above period will be treated as leave without any pay and the remuneration payable to him will be reduced to that extent. The leave shall be earned on pro-rata basis in a calendar year & shall not be allowed to carry forward to next calendar year.

11. Reporting: The Specialist Officer will be required to report to the GM / CGM of the concerned Department of the Bank.

12. Conduct, Discipline and Appeal

Services of the staff on contract shall be governed by the provisions contained in Chapter IV of NABARD (Staff Rules) 1982.

13. The candidates called for personal Interview will be reimbursed TO & FRO -2AC rail fare.

14. Application Fee: The Application Fee is payable as under:

Amount in Rs.

Category	Application Fee	Intimation charges	Total
SC/ST/ PWBD	NIL	50	50
Others	450	50	500

15. Any dispute arising relating to this advertisement shall be exclusively within the courts of Mumbai only.
16. Only online applications must be submitted in the proforma provided on our website www.nabard.org.

Online Application Registration & Payment of Application Fee

01 September 2018 to 12 September 2018

**Chief General Manager
Human Resource Management Department**
