



## **AGRICULTURE INSURANCE COMPANY OF INDIA LIMITED**

**Regd. Office: "Office Complex" Block- 1, Plate B & C, 5<sup>th</sup> floor, East Kidwai Nagar, New Delhi – 110 023**

**Agriculture Insurance Company of India Ltd., New Delhi** is a specialty and one of the largest Crop Insurance Company in the world implementing various Central and State Government sponsored Crop Insurance Schemes and selling customized crop insurance products in India.

The Company is inviting applications for engagement of **One Information Technology Expert**, as described below on a **full-time contractual basis** initially for a period of **3 years** subject to annual performance appraisal. Based on the satisfactory performance, the contract may be renewed as per the requirement of the Company.

<b>Eligibility Criteria as at 1<sup>st</sup> Dec. 2021</b>	<ol style="list-style-type: none"><li>1. Bachelor with Honors in the field of Computer Science/ Information Technology or Master of Computer Applications/Science (MCA) from a recognized University / Institute.</li><li>2. Industry-recognized General Insurance qualifications will be an added advantage.</li><li>3. 5 plus years of relevant work experience in the Insurance industry.</li><li>4. Maximum 40 years of age (relaxation in upper age limit is applicable as per Government of India guidelines for SC/ST/OBC/PwBD candidates).</li></ol>
<b>Preferred Skills and Experience</b>	<ol style="list-style-type: none"><li>1. Good knowledge of modern IT Applications, Mobile Applications used in the insurance industry for supporting business activities like marketing, underwriting, claims, customer interface etc.</li><li>2. Sufficient experience in Business Analytical Tools and Techniques, DB Architecture, Dashboards, Data Modelling, etc. with sufficient technical ability to provide various MIS and related solutions to facilitate business decisions.</li><li>3. Strategic planning skills to convert Business requirements into IT system processes.</li><li>4. Good understanding of new-gen and emerging technologies (AI, ML, Block chain, Cloud computing, etc.)</li><li>5. Interpersonal skills to work effectively with different business units to ensure a comprehensive IT strategy.</li><li>6. Change management skills to adapt to advances in technology and IT transformations.</li><li>7. Experience of working in large Government Insurance Projects will be an added advantage.</li></ol>
<b>Terms of Contract</b>	<ol style="list-style-type: none"><li>1. Posting for the role would be at Delhi, AIC Head Office.</li><li>2. The engagement will be full-time, meaning the contracted person cannot take up any other engagement without prior approval of the Company.</li><li>3. The contract is initially for a period of 3 years, subject to annual performance appraisal.</li><li>4. Based on the satisfactory performance, the contract may be renewed as per the requirement of the Company.</li><li>5. The contract can be terminated by giving 60 days' notice from either side during the contract period without assigning any reason thereof.</li><li>6. The contractual engagement shall have no legal right to claim for regular absorption in the Company either during or any time after the expiry of the contract.</li></ol>
<b>Remuneration</b>	The remuneration would be negotiable as per the prevailing market standards for a similar job based on candidate's experience, qualification, and suitability.

**METHOD OF SELECTION:** Selection will be based on shortlisting followed by Written Test and/or Personal Interview.

- Adequate number of candidates as decided by the Company shall be shortlisted based on their academic qualification, work experience etc. in the ratio as deemed fit depending upon the requirement of the Company vis-à-vis number of applications or any other criteria at its sole discretion. The shortlisting will be based on the details filled up in the application form and supporting certificates and essential documents attached in support of the eligibility.
- Shortlisted candidate will be called for Written Test and/or Personal Interview.
- Mere fulfilling minimum qualification and experience will not vest any right in the candidate for being shortlisted and called for Written Test and/or Personal Interview.
- The qualifying marks in the Written Test and/or Personal Interview will be decided by the Company.
- Date, time, and venue of Written Test and/or Personal Interview, as the case may be, will be informed to the shortlisted candidates through regd. e-mail id.
- The Written Test may be conducted online and Personal Interview may be conducted in person or through Video Conferencing.
- The selection of the candidate will be on the basis of performance in the Written Test and/or Personal Interview and other desired qualifications.
- The Company reserves its right to call candidates in ratio vis-à-vis shortlisted candidates as deemed fit depending upon the requirement of the Company and number of applications received etc.
- The final selection is subject to verification of original documents / certificates etc. in support of the candidature.
- **Reservations:** As per applicable DoPT guidelines.

#### **GENERAL INFORMATION:**

- Candidates shall send the application via email (in the prescribed format only) to **recruitment@aicofindia.com** **ON OR BEFORE 17<sup>th</sup> January 2022** with **EMAIL SUBJECT “APPLICATION FOR THE POST OF INFORMATION TECHNOLOGY EXPERT”** along with scanned copies of all relevant certificates / documents. No other mode of application will be accepted.
- Incomplete applications or applications not in prescribed format or received late are liable to be summarily rejected.
- Shortlisting of candidates will be purely provisional without verification of age /qualification /category (SC/ST/OBC/PwBD/EWS) etc. **Each applicant should, therefore, ensure that he/she fulfils the eligibility criteria and that the particulars furnished in applications are complete/correct in all respects.**
- In case the selected candidate is found as not satisfying the eligibility criteria and/or has not produced the original certificates whenever called for, his/ her candidature will be summarily rejected.
- **The candidates may kindly note that any cost incurred by them for attending the Written Test and/or Personal interview will not be reimbursed by the Company.**
- Canvassing or bringing any undue influence in any form will disqualify the candidate.
- Candidature of any candidate furnishing incorrect or false particulars or suppressed material information is liable to be cancelled at any stage of selection and if detected post selection, his/her selection will be terminated immediately.
- The selected candidate shall not accept any other assignment without obtaining explicit consent from AIC during the period of contract.
- Company reserves the right to amend or alter any of the conditions mentioned above, reject any application/candidature at any stage or cancel the Written Test and/or Personal Interview and/or selection process at any stage without assigning any reason.

- **The decision of the Company in all matters regarding eligibility, shortlisting, conduct of Written Test and/or Personal Interview and selection would be final and binding on all candidates and no correspondence shall be entertained in this regard.**

**INSTRUCTIONS FOR FILLING APPLICATION FORM:**

- Candidates are required to fill the application in “**Application Form (IT).docx**” only, which can be downloaded from “Career” section of our website “[www.aicofindia.com](http://www.aicofindia.com)”.
- The Passport Size photograph and scanned Signature of the candidate should be uploaded in the application form itself.
- After completing and saving the application form, candidates are required to rename the file as “XXXX-Application Form (IT).docx”, whereas “XXXX” is name of the candidate.
- The Application form must be sent via email to **[recruitment@aicofindia.com](mailto:recruitment@aicofindia.com)** in MS Word format (.docx) only, along with scanned copy of relevant certificates / documents in pdf format.

**PLEASE NOTE:** Corrigendum/extension etc., if any shall be published only on our website “[www.aicofindia.com](http://www.aicofindia.com)” in “Career” section. Please visit our website regularly.

**DISCLAIMER**

The engagement shall be on contract basis only as per the requirement of the company. The contract may be cancelled or terminated through written intimation by either side by giving 60 days’ notice without assigning any reason thereof. The candidates shall not have any legal right for permanency or absorption in the company at any given point of time during the contract or after expiry of the contract.

**Date:** 28.12.2021

**Place:** New Delhi

**DGM (HR)**

**(Company is not responsible for any printing errors)**