



AGRICULTURE INSURANCE COMPANY OF INDIA LIMITED

Regd. Office: "Office Complex" Block- 1, 5th 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 **1 (one) Investment/Finance Expert**, as described below on **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.

QUALIFICATION	Essential: <ul style="list-style-type: none">• Graduate in any discipline.• Post Graduate Degree/Diploma in Financial Management from a reputed Institution. Desirable: <ul style="list-style-type: none">• Sound working knowledge of Investment Management Software usually available in the market.
EXPERIENCE	<ul style="list-style-type: none">• Minimum 10 Years of experience in BFSI Industry's Corporate Treasury Function involving daily Buying/Selling/ Liquidity Management Function across various segments/Market Instruments/Securities through Primary/Secondary market operations.• Expertise in Financial Market data collection and analysis.• Investment yield projection/analysis.
JOB LOCATION	Head Quarters in New Delhi
JOB DESCRIPTION	The scope of the work is given below and is not exhaustive but indicative only. The Company reserves the right to assign any other work related to the Company's requirement. The job description inter alia will entail the following: <ol style="list-style-type: none">1. Company's Fund Management complying with IRDAI Regulations.2. Treasury Operation.3. Liquidity Management.4. Optimization of Investment Yield.5. All related IRDAI Reporting & Compliances.6. Co-ordination for Concurrent Audit/ System Audit.
TERMS OF CONTRACT	The important terms are as under: <ul style="list-style-type: none">• The Contract period will initially be for a period of Three Years which will be subject to annual performance appraisal and can be renewed based on satisfactory performance of the candidate & as per requirement of the company.• The contract can be terminated by giving 60 days' notice from either side at any time during the contract period without assigning any reason thereof.• The contractual engagement shall have no legal right to claim for regular absorption either during the period of contract or any time after the expiry of the contract.
REMUNERATION	The remuneration would be negotiable as per the prevailing market standards for a similar kind of job as also based on experience / qualification/suitability of the candidate.

METHOD OF SELECTION: Selection will be based on shortlisting followed by Personal Interview.

- Adequate number of candidates as decided by the Company shall be shortlisted based on their academic qualification, work experience, suitability of the candidates 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 Personal Interview.
- Mere fulfilling minimum qualification and experience will not vest any right in the candidate for being shortlisted and called for Personal Interview.
- The qualifying marks in the Personal Interview will be decided by the Company.
- Date, time, and venue of Personal Interview, as the case may be, will be informed to the shortlisted candidates through regd. e-mail id.
- The Personal Interview may be conducted in person or through Video Conferencing or through both.
- The selection of the candidate will be on the basis of performance in the Personal Interview and other desired qualifications, experience and suitability of the candidates.
- The final selection is subject to verification of original documents / certificates etc. in support of the candidature.

GENERAL INFORMATION:

- Candidates shall send the application (Annexure attached) **on or before 15th December 2021** in the name of Dy. General Manager -HR at the Company's address given here below with the **SUPERScription "APPLICATION FOR THE POST OF INVESTMENT/FINANCE EXPERT"** along with all self-attested xerox copies of all relevant certificates :

**DEPUTY GENERAL MANAGER
AGRICULTURE INSURANCE COMPANY OF INDIA LIMITED, 5th FLOOR,
PLATE B AND C, NBCC OFFICE BLOCK 1, EAST KIDWAI NAGAR , NEW DELHI -110023**

- 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 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 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 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 Personal Interview and selection would be final and binding on all candidates and no correspondence shall be entertained in this regard.**

PLEASE NOTE: Corrigendum/extension etc., if any shall be published only on our website “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: 19.11.2021

Place: New Delhi

DGM (HR)

(Company is not responsible for any printing errors)

ANNEXURE

Application For the Post of Investment/Finance Expert

LAST DATE OF RECEIPT OF APPLICATION: 15.12.2021

1. Name in full (in English & Capitals) : _____

2. Father's/Husband's name: _____

3. Current Residential Address: _____

City _____ **State** _____ **Pin Code** _____

Telephone with STD Code: _____ **Mobile:** _____

Email ID : _____



4. Date of Birth (dd/mm/yyyy) : _____

5. Age in completed years as on 01/11/2021: _____

6. Nationality _____

7. Category (UR/OBC/SC/ST/EWS/PwBD): _____

(Abbreviations: SC- Schedule caste, ST – Schedule Tribe, OBC- Other Backward Class, EWS- Economically Weaker Section, PWD – Person with Benchmark Disability, UR - Unreserved).

Self-attested photocopy of the certificate should be attached with the application.

8. Gender (Male/Female/TG): _____

9. Whether belong to Minority Community (If yes mention the community – Muslim/Christian/Buddhist/Sikh/Zoroastrian/Others-specify) _____

10. Educational Qualifications (Graduation onwards):

Exam passed	Board/University	Month year passing	& of	Main Subjects	Medium of instructions	% of Marks/ GPA/ Grades

11. Technical / Professional Qualifications:

Exam passed	Institute/University	Month & year of passing	% of Marks/ GPA/ Grades

12. Experience (*detailed experience certificate/s should be attached with the application*) :

Company	Designation	From date	To date	Job-profile

Note: *Self-attested photocopies of certificates / mark sheets / degree / diploma etc. in respect of educational, technical qualifications and experience should be attached with the application.*

Declaration: I hereby declare that all the statements made in this Application hereinabove are true and correct to the best of my knowledge and belief. I understand that in the event of any information being found false, incorrect or incomplete or if I am ineligible due to non-fulfilment of eligibility criteria, my candidature for the applied post is liable to be cancelled/ rejected at any stage of recruitment.

Date:

Place:

Signature of Applicant