



INDIA INFRASTRUCTURE FINANCE COMPANY LIMITED

(A Government of India Enterprise)

Registered Office: Plate A & B, 5th Floor, Office Block 2, NBCC Towers, East
Kidwai Nagar, New Delhi-110 023

CIN: U67190DL2006GOI144520

Advt. No. 1A/CCOM-LRO/2023-24

Date: 25th September 2023

RECRUITMENT FOR THE POSTS ON CONTRACT/DEPUTATION BASIS

India Infrastructure Finance Company (IIFCL) is a wholly owned Government of India company set up in 2006 to provide long-term financial assistance to viable infrastructure projects. As a long-term lending institution, IIFCL is amongst the most diversified public sector infrastructure lender in terms of eligible infrastructure sub-sectors and product offerings. It has the mandate to finance both green-field and brown-field projects across all infrastructure sub-sectors as notified by the Government in the Harmonised Master List of Infrastructure Subsectors. These broadly include transportation, energy, water, sanitation, communication, social and commercial infrastructure.

IIFCL seeks dynamic, experienced professionals with essential leadership experience willing to contribute to building the backbone of the nation's economy. IIFCL is a future-oriented organization which fosters an innovative work culture and provides varied opportunity to employees for their holistic development. IIFCL invited applications for the following posts on full time contract basis.

JOB DETAILS

1. Job Title: Legal & Recovery Officer (LRO)

Type of the Post	On Contract/Deputation basis(Full time)
No. of Posts	01 (One)
Place of Posting	New Delhi. However, IIFCL reserves the right to change the place of posting at any time during the period of service anywhere in India/abroad.
Period of Contract/Deputation	The term of the contract/deputation may initially be for a period of three years which may be reviewed/renewed so that the maximum tenure of the contract/period of deputation does not exceed 5 years or till the superannuation age of 60 years whichever is earlier. The contract period can be terminated at 3 months notice from either side or compensation in lieu thereof. The tenure of deputation can be prematurely curtailed at the discretion of IIFCL
Pay	Contract: A consolidated all-inclusive pay upto Rs. 3.50 lacs per month on CTC basis. Remuneration will be based on qualification, experience, suitability and last drawn salary; OR Deputation: Remuneration will be administered as per extant DoPT/DPE guidelines

	wherein incumbent has option to either opt for parent cadre salary or salary as applicable to Grade D of IIFCL.
Age	Maximum 50 years
Educational Qualifications	Essential: LLB from a recognized University / Institute. Desirable: Ph.D in Law from a recognized University / Institute
Work Experience Requirements	Minimum 17 years of experience in 1. Supreme Court of India / High Courts/ Ministry of Law(Govt. of India) / Statutory Legal Institutions(Govt. of India)/National Law Universities/recognized Research Institutions / Public Sector Undertakings /Semi-Government / other Government Bodies in the field of Law OR 2. Experience at the level of Officer in Scheduled Commercial Banks / All India Financial Institutions / RBI /Insurance Companies / Non-Banking Finance Companies (NBFCs) and other Public/consulting firms in the field of Law
Minimum level of Grade for deputation	Must be working in either of the required grade as mentioned as below in addition to minimum experience criteria as indicated above: (i) Scale VI (Dy. General Manager) / Scale V (Assistant General Manager) of any Public Sector Bank scale (ii) Grade 'D' (Dy. General Manager)/ Grade 'C' (i.e. Assistant General Manager) of any Public Financial Institution (iii) Minimum Level 12 in Central Government Pay scale (7 th CPC)
Vigilance Requirements	The candidate shall not have any pending vigilance case/disciplinary action and/or instance of being imposed major/minor penalty during the entire course of career. A character certificate/vigilance certificate will be mandatory for submission.
Job Profile	1. Deal with HR Service matters, parliament matters and coordination with Govt. institutions 2. Loan documentation in infrastructure Finance sector 3. All work related to management and recovery in non-performing of loan accounts 4. Representing IIFCL in various legal and statutory forums and bodies like NCLT, DRT, and Courts etc. 5. Any other work as assigned from time to time by the management. The management can, at its discretion assign any additional role(s) deemed fit

2. Job Title: Chief Compliance Officer (CCOM)

Job details:

Type of the Post	On contract basis (Full time)
No. of Posts	01 (One)
Place of Posting	New Delhi. However, IIFCL reserves the right to change the place of posting at any time during the period of service anywhere in India/abroad.
Period of Contract	The term of the contract would initially be for a period of three years which may be reviewed and renewed so that the maximum tenure of the contract does not exceed 5 years or till the superannuation age of 60 years whichever is earlier. The contract can be terminated at 3 months notice from either side or compensation in lieu thereof.
Hierarchy/ Reporting	The post would be considered to be in Senior Management of IIFCL, reporting to MD/WTD.

Pay	A consolidated all-inclusive pay upto Rs. 3.50 lacs per month on CTC basis. Remuneration will be based on qualification, experience, suitability and last drawn salary.
Indicative Key Responsibilities	<p>The CCOM shall be the nodal point of contact between the IIFCL and the regulators / supervisors and serve as a reference point for the staff from operational departments for seeking clarifications / interpretation of various regulatory and statutory guidelines. He shall have a good understanding of the Banking/NBFC sector and risk management practices, knowledge of regulations, legal requirements, and have sensitivity to Supervisory expectations.</p> <p>Key responsibilities include</p> <ul style="list-style-type: none"> ✓ Assist the Board and the Senior Management in overseeing the implementation of Compliance Policy, Compliance Manuals, internal codes of conduct, etc. ✓ Identify the level of Compliance risk in the organization including new business initiatives under taken by IIFCL ✓ Develop and promote a compliance oriented culture in IIFCL ✓ Ensure meticulous compliance of all regulatory/ supervisory directions given by RBI and other regulatory/statutory bodies in both letter and spirit in a time bound manner ✓ Develop measureable compliance tests and report to the top management ✓ Identify, assess, monitor, manage the compliance risks and submit to Board the instances of compliance failures in the organization ✓ Review and update periodically the Compliance policy of IIFCL ✓ Strengthen the Know Your Customer (KYC), CFT, Anti Money Laundering (AML) framework in line with regulations and statues ✓ Any other task as may be entrusted as per the need of the organization. The management can, at its discretion assign any additional role(s) deemed fit in non-business areas
Eligibility Criteria	
Age	Maximum 50 years
Educational Qualifications	<p>Post-graduation/MBA/PDGM/qualified Chartered Accountant (CA)/CS/Chartered Financial Analyst/Financial Risk Management from a recognized University/Institution as applicable</p> <p>Any Professional certification / course related to Compliance shall be an added advantage</p>
Work Experience Requirements	<p>Minimum 17 years experience in Scheduled Commercial Banks / All India Financial Institutions / RBI / Insurance Companies / Non-Banking Finance Companies (NBFCs) and other Public/Private Sector Organization, of which at least 7 years' experience in one or more areas of Compliance/audit/inspection/accounting/risk management or related fields</p> <p>Experience with RBI/SEBI regulated entity will be desirable.</p>
Vigilance Requirement	<p>CCOM shall have a clean track record and unquestionable integrity and should comply to the "Fit and Proper" criteria of Regulator(s).</p> <p>The candidate shall not have any pending vigilance case/disciplinary action and/or adverse remarks from the regulator like RBI/SEBI. A character certificate/vigilance certificate will be mandatory for submission</p>

GENERAL CONDITIONS

- (a) The cut-off date for determining the eligibility criteria is **31st August 2023**.
- (b) The candidate should be a citizen of India.
- (c) The minimum level of grade in which spent as indicated above must be presently held or last held only in case of unemployed applicants.
- (d) All qualification should be recognized by UGC/AICTE/AIU(GOI).
- (e) Leave eligibility will be as per the existing guidelines/rules
- (f) Additional weightage may be given to candidates having additional relevant qualifications apart from the one mentioned above.
- (g) Candidates, who are presently employed in Private Sector Banks / NBFCs & other institutions, must spell out clearly that his/her designation and scale in his Present Organization is equivalent to or above of that mentioned above. These candidates, are required to submit a copy of the Organization Structure and Pay Scale of the present employment (duly signed by the candidate) to justify their eligibility for a particular post, in the absence of which the application shall not be considered.
- (h) IIFCL reserves the right to raise/modify the eligibility criteria in minimum educational qualification and/or minimum work experience and IIFCL's decision in this regard will be final.
- (i) **Seniority:** Candidate has no right to seniority among any other Officer in equivalent regular Grade
- (j) **Corrigendum:** Please note that Corrigendum, if any, issued on the above advertisement, will be published only on the IIFCL's website www.iifcl.in. Candidates in their own interest are advised to regularly visit IIFCL website for updates.
- (k) In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect / false information / misrepresentation/ certificate / documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated. Any offer of appointment issued would stand revoked.

- (l) IIFCL has the right to reject any application/ candidature at any stage without assigning any reason and the decision of IIFCL shall be final and binding.
- (m) IIFCL has the right to reject/cancel, entirely or partially, the selection process/advertisement at any stage without assigning any reason and the decision of IIFCL shall be final in this regard.
- (n) Applicants in their own interest are advised to regularly check IIFCL website for updates on the recruitment process.
- (o) Canvassing in any form will lead to disqualification
- (p) Selection will be solely at the discretion of IIFCL's Selection Committee, and their decision will be final and binding on the candidates.
- (q) Any resulting dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at New Delhi.

SELECTION PROCEDURE

- i. Merely satisfying eligibility norms do not entitle a candidate to be called for the selection process. The Selection would be done by way of Preliminary Screening of applications. IIFCL reserves the right to call only the requisite number of candidates for interview process only after preliminary screening / short listing with reference to candidate's qualifications, experience, suitability, etc. The decision of IIFCL shall be final and binding.
- ii. Candidates to ensure that the data they have filled regarding work experience, age, education qualification etc. is correct. In case it is found that any such data provided is incorrect, candidature is liable to be cancelled and no representation in this regard would be entertained. Any appointment made based on such information submitted is liable to be terminated without assigning any reason thereof.
- iii. Application from eligible applicants who are interested for the above position should be forwarded, duly self attested along with the following documents:
 - Application form along with email ids/mobile numbers in the prescribed Proforma (enclosed).
 - Reports (APAR/ CR Dossier) of last five years.
 - Integrity Certificate
 - Identity Proof duly issued by Government Authority (Aadhar, PAN etc.)
 - Proof of Date of Birth
 - Curriculum Vitae

- A write-up on the significant contributions made by the applicant during his/her present/past assignments and his/her suitability for the post
- Documents in support of claims made in application form
- Applications for deputation should be routed through proper channel

Incomplete documents and/or not in format specified would lead to disqualification without assigning any reason thereof.

- iv. **For candidates serving in Govt./PSUs/Autonomous institutions/other Govt. bodies:** Vigilance clearance including certification that no disciplinary proceedings/ criminal proceedings are either pending or contemplated against the applicant from present/last employer.

Or

Other candidates: A self-affidavit duly notarized confirming that no disciplinary proceedings/criminal proceedings are either pending or contemplated against the applicant from present/last employer.

- v. Eligible candidates may fill their application in the prescribed format at recruitment@iifcl.in and simultaneously must send completed original application form along with the relevant certified documents by post to :

General Manager-HR

India Infrastructure Finance Company Limited,

5th Floor, Block 2, Plate A & B,

NBCC Tower, East Kidwai Nagar,

New Delhi - 110023

The closed cover containing application shall clearly super scribe as “**APPLICATION FOR THE POST OF _____**”. No other means/mode of application will be acceptable. Application title should clearly specify whether application is on deputation/contract. An application not in the prescribed format or not signed by the candidate in original or incomplete in any respect will not be entertained and will be treated as rejected.

- vi. **Last date for Receiving Application:** The completed application form along with all relevant certified documents, as described above must reach IIFCL office on or before **17th October 2023, 1800 hrs. IST**. Applications received beyond the due date will be rejected and no communication will be sent to the candidate in this regard.
