



(A Government of India undertaking)
Corporate Office, 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600014.

**ENGAGEMENT OF VERTICAL HEAD - R & GR
(RESOURCES AND GOVERNMENT RELATIONSHIP) DEPARTMENT
ON CONTRACTUAL BASIS - 2024**

INDIAN BANK, a leading Public Sector Bank, with headquarters in Chennai having geographical presence all over India and abroad invites applications from Indian Citizens for engagement as **Vertical Head - R & GR Department on Contractual Basis - 2024.**

The eligibility and terms of service is furnished here under:

Age	Minimum age - 36 years & Maximum age - 57 years (inclusive of all relaxations) as on 01.09.2024
Qualification	Graduate in any discipline from a University recognized by the Govt. Of India. /Govt. bodies/AICTE etc. (Mandatory). CA / MBA (Marketing) or equivalent – Regular / Classroom (Desirable)
Experience	<u>Mandatory:</u> Minimum 15 years of post-qualification work experience in Banking Service with atleast one assignment in the role of Head / Deputy to the Head of the Vertical / Department (Or) Equivalent to minimum of Deputy General Manager in PSB. Out of which at least 5 Years in liabilities vertical at Senior Management Level. <u>Preferred Experience:</u> Having Experience of leading a diverse team in any of leading Indian Banks having a minimum business of 2 lac crores as on 31.03.2024.
Nature of Engagement	On contractual basis for an initial period of 3 years extendable up to 5 years, subject to annual review.
Leave	30 Days per year on pro-rata basis. The existing leave balance will not be carried forward to subsequent years and no encashment of leave shall be permitted.
Termination of Contract	Three months' notice period or three month's compensation in lieu thereof by either of the parties (Bank / Candidate) at Bank's discretion.

Remuneration & Perquisites	Negotiable and shall not be a limiting factor for deserving candidate. Variable Pay over and above the fixed salary but linked to achieving of specific target set specifically for the purpose shall be payable on quarterly basis. The fixed pay and variable pay will be normally in the ratio of 80:20 of the CTC.
Place of work	Chennai or as may be decided by the Bank.
Selection procedure	Selection will be by way of (1) Scrutiny of applications by Screening Committee and (2) Interview of shortlisted candidates by Selection Committee. In case no of applicants is substantially large, Written Test / Group Discussion / Preliminary interview process or a combination of aforementioned eligible / suitable candidates may be adopted.
Job Profile / Role & Responsibilities:	<p>The role carries entails responsibility for management of all operational activities related to Liabilities. This will involve strategy formulation and execution.</p> <ul style="list-style-type: none"> • Making strategies for achieving liabilities business target set by the Bank • Growth in Government Deposits including SNA/CNA accounts, liaise with government departments to generate and garner new business opportunities. • Establishing new connections and maintaining liaison with Institutions and Corporates to expand liability business. • Growth in Retail Liability product portfolio which includes, Savings, Current, Salary, Retail Term Deposit etc. • Expansion of Wealth Management and Third Party Products, Depository Services, cross-selling of retail products. • Improving digitally generated liabilities business, introduce and oversee digital journeys with regards to liability products. • Ensuring seamless delivery and smooth functionality of digital products for all liability customers. • Design and roll out products and policies relating to liabilities business. • Risk mitigation and compliance. • Ensuring seamless co-ordination with various groups like Business Intelligence, Fintech, Marketing, Technology, Operations, Compliance & Legal for rolling out liability products and its execution. • Liaise with cross functional departments and collaborate with Top Management to implement New Strategies • Customer Relationship Management & supervision of all High Net Worth Customers. • Overseeing the R&GR Cell, RACs, NRI Vertical and FGMOs in relation to liabilities functions.

	<ul style="list-style-type: none"> Effectively managing operations of Retail Liabilities through Digital Channels- ATMs/Debit cards/Online payment/ QR Code & POS issuance for smooth functioning to ensure customers' expectations.
Desired Skills	<ul style="list-style-type: none"> In-depth understanding of Bank's requirements. Strong business, risk and marketing competence. Strong communication and presentation skills.
Application Fees	Rs 100/- (inclusive of GST) for SC/ST/PwBD candidates. Rs 1000/- (inclusive of GST) for all other candidates.

Procedure for applying: -

1. Application complete in all respects as per the prescribed format (Annexure A) along with copies of all the credentials as enumerated in Clause 2 below should be sent in a closed envelope super scribed “**Application for the post of Vertical Head – R&GR Department on contractual basis - 2024**” to the following address:

Chief General Manager (CDO & CLO)
Indian Bank, Corporate Office, HRM Department, Recruitment Section
254-260, Avvai Shanmugam Salai, Royapettah, Chennai, Pin - 600 014, Tamil Nadu.

All eligible and interested candidates should apply in the prescribed application format to reach the address cited above on or before **14.10.2024**. Any application received after the due date will be summarily rejected.

Application fees:

Rs. 100 /- (inclusive of GST) for SC/ST/PwBD candidates
Rs. 1000 /- (inclusive of taxes) for all other Candidates

Candidates shall pay the fees/charges in the below mentioned account through Internet Banking / NEFT/RTGS. The Reference number/UTR Number shall be specified in the Application form.

Account Name : **Engagement of Vertical Head - R&GR Department on Contractual Basis - 2024**
Account Number : 6942794077
Bank & Branch : Indian Bank, Royapettah
Account Type : Current Account
IFSC Code : IDIB000R021

2. The following credentials (photocopies only) are to be enclosed along with the application Form

- a. Proof of Date of Birth.
- b. Mark sheet and Passing certificate of all Educational, Technical / Professional qualifications.
- c. Experience certificate(s) specifying designation / job profile, period of service (with specific dates), emoluments, activity profile of previous and present employers, etc.
- d. Photo Identity proof and Address proof.

3. Candidates are required to have a valid personal email ID and Mobile number for contact. It should be kept active during the currency of this project. Bank may send call letters for interview through the registered email ID.

4. Candidates are advised to apply well in advance and Bank will not be responsible if candidates are not able to submit before the due date for any reason beyond the control of the Bank.

GENERAL INSTRUCTIONS

a. The Bank reserves the right to place the selected candidates in any of the functional area of the Bank, other than those advertised, if found suitable.

b. Candidates serving in Govt. / Quasi Govt. offices, Public Sector undertakings including Nationalized Banks and Financial Institutions are required to submit 'No Objection Certificate' from their employer at the time of interview.

c. Decision of the Bank in all matters regarding eligibility of the applicant, the stages at which such scrutiny of eligibility is to be undertaken, documents to be produced, Personal Interview, selection and any other matter relating to recruitment will be final and binding on the applicant.

d. Bank reserves the right to shortlist requisite number of candidates and only those shortlisted candidates will be called for interview/interaction.

e. Candidates belonging to reserved category including, for whom no reservation has been mentioned, are free to apply for vacancies announced for unreserved (General) category provided, they must fulfil all the eligibility conditions applicable to unreserved (General) category.

f. In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the engagement.

g. Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of interview, selection and any other matter relating to recruitment will be final and binding on the candidates. No correspondence or personal enquiries shall be entertained by the Bank in this regard.

h. All certifications / qualifications should be valid as on cut-off date of eligibility i.e 01.09.2024.

i. Merely satisfying the eligibility norms does not entitle a candidate to be called for interview. Bank reserve the right to call only requisite number of candidates for interview after preliminary screening/ short listing with reference to candidate's qualification, suitability, experience etc. The decision of the Bank in this respect shall be final. No correspondence will be entertained in this regard.

j. No Travelling Allowance is payable to candidates who are called for interview.

k. Any dispute arising out of and/or pertaining to the process of recruitment under this Advertisement shall be subject to the sole jurisdiction of the Courts situated at Chennai.

l. Request for change of contact no./address/ email ID/interview centre will not be entertained.

m. In case any dispute arises on account of interpretation of version other than English, English version will prevail.

n. Before applying for the post, candidate should satisfy himself/herself that he/she fulfils the eligibility and other norms mentioned in this notice. Bank would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible. The decision of the Bank shall be final in deciding about qualification, experience and other eligibility norms.

o. Engagement of selected candidates is subject to their being declared medically fit as per the requirements of the Bank. Such engagement will also be subject to the Rules & Policies of the Bank.

p. His / Her engagement on contract is for a specific period as stated above, and as such should not be construed as an offer of employment or a regular employment in the Bank.

q. The terms & conditions of engagement is whole and simple governed by the provisions of the contract and the engagement shall not be construed as an employment in the Bank and the provisions of PF / Gratuity / Pension, etc. shall not apply in this case.

r. Unless the Bank extends the contract for further period, on completion of the contractual period of 3 years, his / her engagement shall automatically come to an end. There will not be a need for issuance of communication by the Bank for termination of the contract after the above said period.

s. Canvassing in any form will be a disqualification.

t. Candidates are also advised not to change their appearance till the process is completed. Failure to produce the same photograph at various stages of the process or doubt about identity at any stage could lead to disqualification.

u. Bank reserves right to cancel this engagement process entirely at any stage.

Dated: 30.09.2024

Place: Chennai

Chief General Manager (CDO & CLO)