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PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY
Qutub Institutional Area, New Delhi – 110 016

Advt. no.: 01/2021

Date: 22.01.2021

Recruitment to the post of Executive Director on Direct Recruitment / Deputation / Contract basis

Pension Fund Regulatory and Development Authority (PFRDA/ Authority) is a statutory regulatory body established under the *PFRDA Act (23 of 2013)* passed by the Parliament of India with the mandate to promote, develop and regulate Pension sector in India. PFRDA invites applications from Indian citizens for recruitment of **One (01) 'Executive Director'** on direct recruitment or deputation or contract basis.

Household Help/ Cleaning, Residential Office Allowance, Medical (Non – Hospitalisation) Expenses, Annual Health Check-up, LFC, Telephone and Mobile, Mobile Handsets, Group Mediclaim Insurance, Personal Accident Insurance, Dental Treatment, Staff Furnishing Scheme etc.

The candidates appointed on deputation basis would also have the option to draw pay and allowances as admissible to him/her in the parent organization.

EXECUTIVE DIRECTOR – ON DIRECT RECRUITMENT OR DEPUTATION OR CONTRACT BASIS

APPOINTMENT ON DIRECT RECRUITMENT / CONTRACT BASIS:

No. of Posts: One (01)

QUALIFICATION AND EXPERIENCE AS ON 31/12/2020:

Scale of Pay:

The present scale of pay for Executive Director in PFRDA is Rs.120500-3500(2)-127500 (3 years). Other perks and benefits as admissible.

a) ESSENTIAL QUALIFICATION:

Post Graduation in any subject.

b) DESIRABLE QUALIFICATION:

MBA/ MMS with specialization in Finance/ CA/ CS/ CFA/ CWA/ LLB etc. from a recognized University/ Institution.

The monthly gross emoluments at the beginning of the scale work out to Rs.3,05,000/- approx. (without Housing Allowance) or Rs. 3,80,000/- approx. (with Housing Allowance).

c) EXPERIENCE:

Benefits in addition to monthly emoluments include provision of hired Office Car or Conveyance Expenses including Driver's Salary, Entertainment Allowance, Newspaper and Financial Dailies, Education Expenses,

Minimum of 20 years of post-qualification experience in officer cadre dealing with problems relating to pension/ financial sector or special knowledge/ experience of law,



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investigation, Finance, Economics, Accountancy, Administration or any other discipline considered useful to the Authority.

AGE LIMIT:

Not less than 40 years and not more than 55 years as on 31/12/2020.

AGE LIMIT:

Not less than 40 years and not more than 55 years as on 31/12/2020.

TERM OF APPOINTMENT ON CONTRACT BASIS:

The appointment on contract basis for the post will be made for an initial period of three (03) years, extendable by further two (02) years subject to satisfactory review.

TERM OF APPOINTMENT ON DEPUTATION BASIS:

The appointment for the post will be on deputation basis for an initial period of three (03) years, extendable by further two (02) years.

The contract can be terminated by either side by giving 3 months' notice or making payment of 3 months' pay in lieu thereof, without assigning any reasons.

The candidates applying for the post of Executive Director in PFRDA on deputation basis should route their applications through their employer/ cadre controlling authority.

APPOINTMENT ON DEPUTATION BASIS:

The candidates appointed on deputation basis would have the option to draw pay and allowances as admissible to him/her in the parent organization or the scale of pay as admissible in PFRDA.

Candidates applying on deputation basis should get their employer to furnish Vigilance Clearance (major/ minor penalties, if any, imposed during last 10 years) and Annual Confidential Reports for last 5 years along with the application directly to PFRDA.

QUALIFICATION AND EXPERIENCE AS ON 31/12/2020:

Deputation from Govt. (All India/ Central Civil Service Group A); RBI, Banks, Financial Institutions, with not less than 20 years of experience in officer cadre dealing with Problems relating to pension/ financial sector or special knowledge/ experience of law, investigation, Finance, Economics,

In case of non-receipt of the above-mentioned documents on or before the date of interview, the application shall be summarily rejected and such candidate will not be allowed to appear in the interview.

A. GENERAL INSTRUCTIONS:

1. Applications which are incomplete, or not in specified format, or received after the prescribed date or received without supporting documents in respect of age,



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- qualification and experience etc., will not be considered and summarily rejected.
2. The candidate is required to submit a brief profile (not exceeding 3 pages) regarding qualification, experience etc. along with the duly filled application. PFRDA reserves the right to call for additional documents from the candidates to validate their claim with regard to eligibility for the post by e-mail/post. Failure to furnish the required documentary proof shall result in disqualification of the candidature of the candidate.
3. Mode of Selection will be Interview. The Competent Authority reserves the right to modify the selection procedure, if deemed fit.
4. Outstation candidates called for Interview for the post of Executive Director will be reimbursed 'Y' Class Air fare for the to and fro journey by the shortest route from the place of their residence, to the place of interview, subject to submission of necessary documentary evidence. In case, where outstation candidates travel by any mode other than air, such candidates shall be reimbursed II AC Rail Fare for attending the interview.
5. Candidates should satisfy themselves about their eligibility for the post applied for. The Authority shall determine their eligibility only during document verification at the time of interview.
6. The Competent Authority reserves the right to relax any of the eligibility criteria in deserving cases.
7. The candidate appointed on deputation or on contract basis will **NOT** be entitled for permanent employment with PFRDA, under any circumstances, at any point of time.
8. The candidates applying for the post of Executive Director (on direct recruitment / contract basis) who are already in service of Govt., Quasi-Govt, Public Sector Undertakings/Banks, will have to produce a '**No Objection Certificate**' from their employer, at the time of interview. Before appointment in PFRDA, a proper discharge certificate from the employer shall have to be produced by the selected candidate.
9. The candidates applying on deputation basis should route their applications through their employers so as to reach the address as given at **Point 17** on or before the due date. The applications routed through employer shall not be considered if it reaches the address given at **Point 17** after the due date even though it is submitted to the employer before the due date. In such cases, an application marked 'Advance Copy' may be sent to the address as given at **Point 17** and the regular copy should be routed through the employer.
10. The Competent Authority reserves the right to raise the minimum standards in respect of qualification and experience in order to restrict the number of candidates to be called for the Interview. Thus, merely fulfilling the eligibility conditions laid down in the advertisement as regards qualifications and experience, would not automatically entitle any candidate to be called for the interview.



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11. The Authority reserves the right to cancel this advertisement fully or partly on any grounds without assigning any reasons therefor.
 12. Canvassing in any form will result in disqualification of the candidate.
 13. If a candidate is not eligible or has knowingly or willfully furnished incorrect or false particulars or suppressed material information, his/her candidature will be liable to be cancelled at any stage of the selection. If the candidate qualifies in the selection process and subsequently it is found that he/she does not fulfill the eligibility criteria, his/her candidature will be cancelled and if appointed, the appointment shall stand cancelled/terminated without notice or compensation and without prejudice to any other action which the Competent Authority may deem fit to take.
 14. Applications received after due date will not be entertained. The Authority takes no responsibility for any delay in receipt of application or loss thereof in postal transit.
 15. The decision of Authority in all matters would be final and binding, and no correspondence in this regard would be entertained. Any matter relating to the appointment of Executive Director or the procedure for appointment shall be governed by the laws of India. Only courts at New Delhi (with the exclusion of all other Courts) shall have the exclusive jurisdiction to decide or adjudicate on any matter of dispute which may arise in connection with this selection process.
- B) HOW TO APPLY:**
16. Candidates who satisfy the eligibility norms may apply giving their bio data strictly in the format given below.
 17. Applications should be sent by ordinary post in a cover superscribing the post applied for 'Application for the post of Executive Director in PFRDA (on direct recruitment/ deputation/ contract)' to the following address so as to reach **latest by 26 February 2021 (Friday)**:
The General Manager (Admin & HR)
Pension Fund Regulatory and
Development Authority
B-14/A, Chhatrapati Shivaji Bhawan
Qutab Institutional Area, Katwaria Sarai
New Delhi 110 016.



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**PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY
APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR**

1. Name in full (English- CAPITAL LETTERS)		First Name		Middle Name		Surname											
2. Father's Name												Paste Photograph in the box alongside and sign across it					
3. Gender (Please ✓ wherever applicable)		M		F		T											
4. Date of Birth		D	D	M	M	Y	Y	Y	Y								
5. Age as on 31.12.2020				Years				Months									
6. Category, i.e. General/ SC/ST/ (Please ✓ wherever applicable)		General		OBC		SC		ST		PWD		EWS					
7. Mode of Application (Please ✓ wherever applicable)		Direct Recruitment				Deputation				Contract							
8. Details of Work Experience as on 31.12.2020																	
Employer Name & address			Designation			Job Profile			Period		Duration						
									From	To	Yrs.	Mths					
9. Academic Qualification as on 31.12.2020																	
Qualification		Examination		Main Subjects		Year Passing		of University/ Institute		Overall (%) Marks		Class/ Division					
Graduation																	
Post Graduation																	
Any Other																	
10. Postal Address (English – in capital letters only)																	
										E Mail:							
										Telephone:							
										Mobile:							
Dist.:										STD Code:							
State:										Pin Code:							
11. Any other information considered relevant by the applicant:																	
I declare that the information furnished above is true and correct to the best of my knowledge & belief. I understand that if at any stage, it is found that any information given in this application is false/incorrect or that I do not satisfy the eligibility criteria according to the Authority, my candidature/appointment is liable to be cancelled/terminated. I have read and understood the stipulations given in the vacancy circular and hereby undertake to abide by them.																	
Place: Date: _____ Signature _____																	
Note: Applications should be accompanied by self-attested copies of certificates in support of age, qualifications & experience, Caste/Tribe/Community/Physical disability as applicable, with a recent passport size photograph glued to the top right-hand corner of the application form.																	