

**F.No.24/10/2018-IF-II**  
Government of India  
Ministry of Finance  
Department of Financial Services

3rd Floor, Jeevan Deep Building  
Parliament Street, New Delhi  
Dated: 23<sup>rd</sup> August, 2018

**Subject: Applications invited for filling up the post of Managing Director (MD), National Housing Bank(NHB).**

The post of Managing Director (MD), NHB is proposed to be filled up. Applications are invited from candidates fulfilling following terms & conditions:

**i. Age :**

The maximum age of entry for both internal as well as other candidates shall be 57 years as on the last date of receipt of applications (14.09.2018).

**ii. Education Qualifications :**

Candidate should have a Post Graduate University Degree preferably in Economics, Commerce, Finance, or Business Administration or a Graduate degree, preferably in these subjects, with professional qualification of Chartered Accountancy, Company Secretary, Master of Business Administration, Institute of Cost and Works Accountant, Chartered Financial Analyst or equivalent. Any added qualification in the field of housing sector will be considered desirable.

**iii. Experience :**

Minimum 25 years of experience as on the date of vacancy (15.08.2018) in different verticals/domains, including 3 years of operational experience, in Scheduled Commercial Banks(SCBs)/Financial Institutions(FIs) or other public sector organizations in Financial Sector.

Of these 25 years, at least 2 years of experience should be at the level of:

- a) Whole Time Director/Director on the Board of SCBs/FIs or other Public Sector Financial Organisations; or
- b) CGM in NABARD/SIDBI/IIFCL/IFCI Ltd./SBI; or
- c) ED in NHB/ED in IDBI; or
- d) GM in Nationalised Banks; or
- e) ED or equivalent in RBI

(The position as specified above should have been held on substantive basis)

**iv. Other Requirements :**

The candidate should have:-

- a) Proven management, leadership and innovative skills to building an inspired team.
- b) Experience of institutional development in the financial, banking, services sector or a Public Sector Undertakings.
- c) Experience in housing, urban and related sectors would be an added qualification.

**v. Criteria of deputation for Govt Officers :**

Officers serving as Joint Secretary or above in Government of India or at an equivalent level in the State Government or a regulatory body having 5 years experience with 2 years mandatory experience at the level of Joint Secretary in the field of housing/ urban development/infrastructure shall be eligible to apply on deputation basis.

**vi. Duration of Assignment**

The assignment shall be for a period of 3 years and may be extended by upto 2 years based on performance provided that no person shall hold the office of MD, NHB after attaining the age of 60 years. For All India Service officers/ Central Services Group 'A' officers, extant guidelines on deputation tenure shall apply.

**vii. Salary & Allowance**

The post carries pay-scale of Rs. 2,05,400 – 2,24,400/- (Level 16) plus all usual allowances and perquisites as allowed to Whole Time Directors of Public Sector Banks.

2. The applications in respect of eligible officers who are interested and can be spared in the event of selection, may be forwarded, duly verified/counter verified alongwith the following documents;

- i) Application in the prescribed proforma. (Annexure).
- ii) Certified copies of up-to date and complete Annual Confidential Reports (APAR/CR Dossier) of last five years.
- iii) Integrity Certificate.
- iv) Vigilance clearance including certification that no disciplinary proceedings/criminal proceedings are either pending or contemplated against the applicant.
- v) List of minor/major penalty, if any, imposed on the applicant during the last 10 years.
- vi) A brief write up on the significant contributions made by the applicant during his/her present/past assignments and his/her suitability for the post.

3. Applications along with the above documents should be forwarded through proper channel to Shri Promode Kumar Singh, Under Secretary (IF-II), Department of Financial Services, Ministry of Finance, 3<sup>rd</sup> Floor, Jeevan Deep Building, Parliament Street, New Delhi – 110001(email : if2sec-bkg@nic.in) **latest by 14<sup>th</sup> September, 2018\***. Applicants may send an advance copy to the above address.

*\*Note: Ministry of Finance, Department of Financial services will, in no case, be responsible for non-receipt of applications or any delay in receipt thereof. Applications received after the prescribed date will not be entertained under any circumstances and will be summarily rejected.*

(Soumyajit Ghosh)

Under Secretary to the Government of India

Copy to:

1. All Secretaries/ Chief Secretaries of the Central/State Governments.
2. Cadre Controlling Authorities of All India Services/ Central Services Group 'A'
3. RBI, Indian Banks Association.
4. Chairman/CMDs/MDs of State Bank of India/ Public Sector Banks/ Schedule Commercial Banks/ Financial Institutions/Other Public Sector Financial Organisations.
5. NIC Cell – for uploading on website of Department.

## FORMAT OF APPLICATION

Post Applied for \_\_\_\_\_

To  
 Soumyajit Ghosh  
 Under Secretary (IF-II), Ministry of Finance  
 Department of Financial Services  
 Jeevan Deep Building (3<sup>rd</sup> Floor), Parliament Street, New Delhi - 110 001

Affix your  
 Passport size  
 photograph duly  
 signed across

1.	Name in Full (in Block Letter)									
2.	Father's/Husband's name									
3.	Date of birth (copy of birth/ matriculation certificate to be attached)	Day	Month	Year	4.	Age as on 14.09.2018 (last date of receipt of applications)	Day	Month	Year	
4.	a) Academic b) Professional Qualification: (latest first)									
	<u>Qualification</u>	<u>Board/University</u>		<u>Year of Passing</u>	<u>Subject</u>	<u>Percentage</u>				
5.	Details of Experience of the candidates: (latest first)									
5(i)	Whether having experience of Minimum 25 years of experience as on the date of vacancy (15.08.2018) in different verticals/domains, including 3 years of operational experience, in Scheduled Commercial Banks(SCBs)/Financial Institutions(FIs) or other public sector organizations in Financial Sector: Yes/No (If yes, provide details as per below)									
	<u>Post/Organization details</u>			<u>Period</u>	<u>Scale of Pay</u>	<u>Details of Responsibilities</u>				
5(ii)	Details of operational experience:									
6.	Details of Experience of the Govt. officers applying on deputation basis									
6(i)	Whether Officer serving as Joint Secretary or above in Government of India or at an equivalent level in the State Government or a regulatory body having 5 years experience with 2 years mandatory experience at the level of Joint Secretary in the field of housing/ urban development/infrastructure: Yes/No (if yes, provide details as per below)									
	<u>Post/Organization details</u>			<u>Period</u>	<u>Scale of Pay</u>	<u>Details of Responsibilities</u>				
7.	Any other relevant detail in terms of qualification and experience									
8.	Name of present employer/institution :									
9.	Present post held and scale of Pay :									
10.	Date since when holding present post :									
11.	Complete correspondence and permanent address :									
12.	E-mail Address :				13.	Contact Number :				
13.	A brief write up on the significant contributions made by the applicant during his/her present/past assignments and his/her suitability for the post (to be enclosed with the application) ; yes/no									

## DECLARATION:

I do hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any particular or information furnished by me, found false/incomplete or ineligible, my candidature will be rejected or cancelled and in the event of any statement information found false even after appointment, my services are liable to be terminated without any notice.

Date:

Place:

(Signature of Candidate)

NAME \_\_\_\_\_