



**INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY  
(Government of India)**

2<sup>nd</sup> Floor, PRAGYA Tower,  
GIFT City, Gandhinagar Gujarat

File No.73/IFSCA/ Consultants/2020-21

September 22, 2022

**Vacancy Notification**

**Engagement of Young professionals/Consultant Grade 1/Consultant Grade 2 in the International Financial Services Centres Authority (IFSCA) on contract basis**

The Government of India set up the International Financial Services Centres Authority (IFSCA), which is a statutory body under IFSCA Act, 2019. The Authority will function as a unified regulator and is empowered to exercise the powers of RBI, SEBI, IRDAI and PFRDA in respect of financial services, financial products and financial institutions performed/located in the international financial services centres in the country. The Authority invites applications from eligible Indian citizens for the posts of young professionals/Consultant Grade 1/Consultant Grade 2 on contract basis, the particulars of which are given below:

1. Requirements:

Role	Min Experience (As on 31-08-2022)	Max Experience (As on 31-08-2022)	Minimum Educational Qualification/ Experience	Skill-Set /Job Description	Number of Positions
Consultant Grade 1 (FinTech)	3	---	CS/CA/CMA, LLB (with specialization in Corporate Law and from a recognised University	<ul style="list-style-type: none"><li>Understanding of Legal documents, KYC checks, Company law related matters, formation of companies, legal framework for startups, Taxation aspects for FinTechs, GST etc.,</li></ul>	1
Analyst-Techno Business (Consultant Grade 1) (FinTech)	3	---	Any UG degree & MBA (Finance)	<ul style="list-style-type: none"><li>Understanding of Technologies like block-chain, distributed ledger technology, AI/ML, Cybersecurity aspects, etc.</li><li>Appreciation of how FinTech and Startups operate in terms of startup life cycle, Product-Market Fit, etc.</li><li>Financial concepts like Break-Even Analysis, Balance Sheet Analysis, Financial Projections, Ratios, etc.</li><li>Desirable - 1-2 years of work experience of working in a FinTech</li></ul>	1
Financial Analyst (Consultant Grade 1) (FinTech)	3	---	Any UG degree & MBA (Finance)	<ul style="list-style-type: none"><li>Break-even concepts, Business projection skillsets, Monitoring of Boundary Conditions in a Sandbox, Fund Raising Exposure (desirable),</li></ul>	1

				Valuation of FinTechs/ Startups etc., Experience of working in a FinTech, Incubator, Accelerator desirable	
Consultant Grade 1 (Cybersecurity and System Administration)	3	8		<ul style="list-style-type: none"> <li>• Preparing and executing cybersecurity roadmap of IFSCA</li> <li>• Familiarity with and ability to implement cybersecurity Framework of NIST</li> <li>• Identifying and solving potential and actual security problems</li> <li>• Conducting periodic security audits</li> <li>• Supporting the management and operational departments with inputs for regulatory policy development in cybersecurity domain</li> <li>• Monitoring the compliance of regulated entities with cybersecurity related regulatory requirements</li> <li>• Assisting with cyber security capacity building of IFSCA and regulated entities</li> <li>• Overall maintenance, configuration and reliable operation of computer systems and servers.</li> <li>• Responsible for IT related policy making and implementation of the same</li> <li>• Recommending new approaches to improve the networked computer system, including scope for automation</li> <li>• Good communication skills</li> <li>• Desirable – Cyber security certifications such as CISSP, OWASP, NIST framework professional etc.,</li> </ul>	1
Consultant Grade 2 (Cybersecurity and System Administration)	8	15	BE/B. Tech or equivalent degree in CSE, IT, Electronics or related fields		
Young Professional (SupTech)	1	---	BE/ B. Tech or equivalent degree in CSE, IT, Electronics or related fields	<ul style="list-style-type: none"> <li>• End to End Project Management of SupTech Project</li> <li>• Experience in handling Agile Methodology based projects</li> <li>• Excellent Communication skills</li> <li>• Proactive approach</li> <li>• Desirable -Good to have PMP or Any equivalent Agile based Project Management Certification</li> </ul>	1
Young Professional (System Administration)	1	----	BE/ B. Tech or equivalent degree in CSE, IT, Electronics or related fields	<ul style="list-style-type: none"> <li>• Overall Maintenance, Configuration and Reliable Operation of Computer Systems and Servers</li> <li>• Actively resolve problems and issues with computer and server systems to limit work disruptions.</li> <li>• Install and upgrade computer components and software, manage virtual servers, and integrate automation processes.</li> <li>• Providing technical support. Patch management, data backup and log maintenance services for the networked computer system.</li> <li>• Good Communication Skills</li> </ul>	1
Young Professional (Actuarial)	1	---	Bachelor's Degree in any stream from a recognized and reputed	<ul style="list-style-type: none"> <li>• Preference to be given to candidates who have passed in Specialist Principles (SP) series of IAI; or Candidates with work experience in the field of Actuarial Science.</li> </ul>	1

Department of Insurance			university / institution with minimum 55% aggregate marks or equivalent CGPA, and Passed in Core Statistics (CS), core Modelling (CM) and Core Business (CB) subjects from the Institute of Actuaries of India (IAI) or equivalent.		
Young Professional (Finance Investment) Department of Insurance	1	---	<p>Post Graduate Qualification (degree / 2-year diploma) with specialization in Finance from a recognized and reputed university / institution with minimum 55% aggregate marks or equivalent CGPA;</p> <p>OR</p> <p>Chartered Accountant (CA) / Company Secretary (CS) / Cost Management Accountant (CMA)</p> <p>OR</p> <p>Successfully</p>	<ul style="list-style-type: none"> <li>Preference to be given to candidates with work experience in financial sector after completion of Post-Graduation or CA/CS/CMA/CFA</li> </ul>	1

			completed all 3 (three) levels of Chartered Financial Analyst (CFA) course from CFA Institute (USA)		
Young Professional (SEZ Section/Division)	1	---	Graduate in any of the following disciplines:  Engineering, Science, Commerce and Business Management	<ul style="list-style-type: none"> <li>• Experience of working with any SEZ Authority, Developer, or Co-Developer</li> <li>• Must have flair of learning various acts, rules and regulations etc., concerning SEZs.</li> <li>• Job involves dealing with SEZ affairs and coordinating with O/o Development Commissioner of SEZ, State Govt, Approval Committee members, Developers, Units and other Govt and private organisations.</li> </ul>	1
Young professional (FATF Cell)	1	----	LLB/CA/CS/CMA	<ul style="list-style-type: none"> <li>• Having exposure in work related to AML/CFT, PMLA/FATF and related matters</li> </ul>	1
Consultant Grade 1 (Communication & Media related work)	3	8	<p>Bachelor degree in Journalism/ Communication/ PR/ Marketing/ Advertising/ Media Management</p> <p>Experience in managing communications and Media</p> <p>Experience in Digital &amp; Social Media</p> <p>Proficient in MS Office</p> <p>Understanding of the Media Landscape</p> <p>Good writing, communication and negotiation skills</p> <p>Demonstrated ability to build and foster effective relationships and networks with others</p>	<ul style="list-style-type: none"> <li>• Assisting in official communications and Public Relations</li> <li>• Preparing press releases and other promotional material</li> <li>• Creating awareness about various initiatives of IFSCA</li> <li>• Managing social media handles of IFSCA for continuous engagement with audience</li> <li>• Building positive relationships with stakeholders, media and public.</li> <li>• Collaborate with internal teams</li> <li>• Preparing and editing organizational publications, including employee newsletters, brochures for internal and external audiences.</li> </ul> <p>Desirable: Relevant experience in executing integrated communication programs or a background in journalism, public relations or any other field</p>	1
Consultant Grade 1 (Investment Funds and New	3	8	Post Graduate qualification	<ul style="list-style-type: none"> <li>• Assisting in policy research related to financial products such as investment</li> </ul>	1

Products & Services)		<p>in Management ( with specialization in Finance) / Economics / Commerce / Financial Economics / Business Economics / related subject or Chartered Accountant (CA) / Company Secretary (CS) / Cost and Management Accountant (CMA) / Chartered Financial Analyst (CFA)</p> <p>Proficiency in MS office and other frequently used IT tools</p> <p>Exceptional oral and written communication skills</p> <p>Analytical ability</p> <p>Aptitude for research</p>	<p>funds</p> <ul style="list-style-type: none"> <li>• Preparing white papers and analysis of ideas and proposals for various financial products and services</li> <li>• Analysis of data and reports</li> <li>• Keeping track of global developments in the area of investment funds and other financial products.</li> <li>• Ideation and structuring of policy</li> </ul> <p>Desirable: At least 3 years of experience in financial sector. Experience in research, law, etc., with knowledge of financial products, international practices, etc.,</p>
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**2. Age & Remuneration:**

Name of the Position	Upper age (limit)	Remuneration per month (In Rs)
Young Professional	32 years	<b>Upto 60,000 /-</b>
Consultant Grade 1	45 years	<b>80,000 – 1,45,000/-</b>
Consultant Grade 2	50 years	<b>1,45,000 – 2,65,000/-</b>

**3. Period of contract: up to 3 years based on annual performance review**

Note: Person appointed on contract basis would not be entitled to any other allowance/facilities as admissible to a regular employee. He will be entitled to 15 days leave on pro rata basis.

**A) GENERAL INSTRUCTIONS:**

1. Applications which are incomplete or received after the prescribed date will not be considered.
2. Mode of Selection will be Interview. The Authority reserves the right to modify the selection procedure, if deemed fit.
3. Candidates should satisfy themselves about their eligibility for the post applied for. The Authority shall determine their eligibility and only eligible candidates will be called for interview.
4. The IFSCA reserves the right to fill all the posts and right not to fill up the post at all. The Authority shall reserve the right to decrease or increase the number of posts to be filled in case of best suitability.
5. The Authority reserves the right to cancel the advertisement fully or partly on any grounds.
6. Canvassing in any form will disqualify the candidate.
7. If the candidate is not eligible or have 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. Action as deemed fit will be initiated.
8. 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.
9. The decision of Authority in all matters would be final and binding, and no correspondence in this regard would be entertained.

**B) HOW TO APPLY:**

10. Candidates who satisfy the eligibility norms may apply giving their bio data strictly in the format given below.
11. Applications along with supporting documents should be sent by post in a cover superscribing the post applied for 'IFSCA – application for the post of Young Professional/Consultant Grade 1/Consultant Grade 2 (write name of the Role) to the following address:

The Officer on Special Duty,

International Financial Services Centres Authority (IFSCA),

Second floor, PRAGYA Tower, Block 15, Zone 1, Road 1C, GIFT SEZ,

GIFT City, Gandhinagar Gujarat-382355

Phone: 07961809800

12. Applications not in the prescribed format and received after this date are liable to be rejected

13. The last date and time to receive the application is October 7, 2022 at 6.00 PM.

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**APPLICATION FORM**

**INTERNATIONAL FINANCIAL SERVICES CENTRES AUTHORITY**

**APPLICATION FOR THE POST OF YOUNG PROFESSIONAL / CONSULTANT GRADE -1 / CONSULTANT GRADE-2  
ON CONTRACT BASIS**

<b>1. Name of Applicant (Block Letters)</b>			
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<b>2. Father's Name</b>			
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<b>3. Sex: (√)</b>	Male <input type="checkbox"/>	Female <input type="checkbox"/>	<b>4. Date of Birth</b>	DD/MM/YYYY
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<b>6. Post Applied for</b>		<b>Paste Passport size photograph in the box and sign across it</b>
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<b>7. Total Experience (in years):</b>	<b>Please mention the field of experience year-wise</b> <i>Please attach separate sheets if required</i>
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<b>8. Last Pay Drawn (Annual CTC):</b>	<b>Please attach latest monthly salary slip</b>
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**9. Academic Qualifications as on 31/08/2022:**

Qualification	Examination	Main Subjects	Year of passing	University/Institute	Overall (%) of marks	Class/Division
Graduation						
Post Graduation						
Any other						

<b>10. Postal Address (English – in Capital letters only)</b>	Dist.: _____ State: _____
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<b>Pin Code:</b>						<b>E Mail :</b>
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<b>Mobile:</b>	<b>Telephone with STD code:</b>
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**Note: Please attach documentary proofs.**

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 advertisement and hereby undertake to abide by them.

**Place:** \_\_\_\_\_ **Signature of the Applicant**  
**Date:** \_\_\_\_\_