



NABARD Consultancy Services  
(A wholly owned subsidiary of NABARD)  
(An ISO 9001: 2015 Company)

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**Require Project Based Contract Staff for the project “CBS Management, preparation of IT and IT Security Policy for Tripura State Cooperative Bank (TStCB), Agartala, Tripura**

NABARD Consultancy Services (NABCONS), a wholly owned subsidiary of NABARD and a leading consultancy organization in the field of agriculture and rural development ([www.nabcons.com](http://www.nabcons.com)) invites **only online applications** from Indian Citizens for the post of Project Consultant - CBS Management on contract basis, as Project Based Contract Staff.

**I. The details of vacancy at NABCONS is as under:**

| S.No | Position                            | Place of Posting  | No. of Post |
|------|-------------------------------------|-------------------|-------------|
| 1    | Project Consultant - CBS Management | Agartala, Tripura | 01          |

**II. Key Responsibilities of Project Consultant - CBS Management:**

The primary duties and responsibilities of Project Consultant - CBS Management shall be as follows:

- i. To study and understand the present status and future plans with respect to CBS implementation.
- ii. Carrying out day to day IT Project Governance which shall include:
  - a. Monitoring of activities of the CBS implementation/ support viz-a-viz project plan on a day to day basis and reporting the progress on a fortnightly basis.
  - b. To monitor the Service Level across all lines of operations.
  - c. Recommend payments to the service provider based on terms of contract, Service Level agreement cross all lines of operations and actual service quality.
- iii. Vendor Management for CBS and IT Services.
- iv. Verify and report the IT System at DC, DR and all the Network system available on monthly basis with regard to security threat.
- v. Any other work assigned from time to time from time to time.

**III. Qualification:**

Graduation degree with at least 60% marks/ equivalent grade points in Computer Science/IT, Management, and other allied fields and Post-graduation degree with at-least 55% marks/ equivalent grade points in Computer Science/IT and Management, and other allied fields

**IV. Experience:**

**Essential Experience:** Minimum 3 years of full time experience in IT Vendor Management, Monitoring SLAs, Project Planning, Monitoring and Evaluation of large projects/ Government projects with strong negotiation, organization, communication, problem solving and leadership skills.

**Desired Experience:** Candidates having Techno-Financial background and having experience in areas of Banking Operations, Core Banking Solution, IT System Monitoring and related activities would be given preference.

**V. Other Criteria:**

- The candidate should have knowledge of MS Office with proficiency in MS Excel & Power Point
- Proficiency in reading, writing and speaking in English, Hindi or local language (i.e., Bangla)

**VI. Remuneration**

Candidate will be paid consolidated remuneration based on the experience, educational qualification and overall suitability of the candidate for the post as under:

| Position                            | Consolidated Remuneration- Per month |
|-------------------------------------|--------------------------------------|
| Project Consultant - CBS Management | Rs. 65,000/-                         |

*@ The staff will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source.*

**VII. Other Facilities:**

In addition to the remuneration as mentioned above other facilities as under will also be provided:

- Lunch allowance of Rs 2000/- per month.
- Mobile and internet allowance of Rs 1000/- per month.
- Candidates will also be eligible for PF and Gratuity as per Company's policy. It may be mentioned that the option for PF is irrevocable and once exercised cannot be changed in future.
- Travelling allowance, halting allowance and local conveyance facilities for official travel as applicable from time to time under the project.
- Casual leaves of 18 days per calendar year during the contract period on proportionate basis provided that not more than 06 days casual leave may be availed at a stretch including Saturday/Sunday/Holiday on one occasion, absence beyond above period will be treated without pay.

**VII. Age Limit**

| Position                           | Age (as on 30 June 2019)  |
|------------------------------------|---------------------------|
| Project Consultant- CBS Management | Preferably below 45 Years |

**VIII. Contract Period:**

The PBCS will be appointed on contract basis initially for a period of one year which may be extended based on requirement of the project and performance or will be co-terminus with the project period. First 3 months will be probation period during which NABCONS shall have the right to terminate the services of the individual without any notice period or assigning any reason. Thereafter NABCONS reserves the right to terminate the contract by giving one month notice within the contract period.

**IX. How to Apply:**

Interested candidates may apply online in the prescribed format within 10 days by clicking on the following link and filling the details therein from 22 July 2019 to 31 July 2019. Applications submitted successfully will only be considered.

| S. No. | Posts                              | Link to apply   |
|--------|------------------------------------|---|
| 1      | Project Consultant- CBS Management | <a href="https://forms.gle/bAoTCxXkbpZ5ZB4v8">https://forms.gle/bAoTCxXkbpZ5ZB4v8</a> |

In case the above link does not work, you may also copy and paste the link in your web browser and fill the details therein.

**X. Last date for receipt of applications: - 31 July 2019**

**XI General Information:**

- Only Shortlisted candidates will be called for the interview. Location for the Selection process will be indicated in the call letter. The candidates may kindly note that any cost incurred by them for attending the interview as well as Excel proficiency test will not be reimbursed by NABCONS.
- The applicant may submit the declaration in the Google form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification.
- Place of posting of the candidates appointed will initially be at Agartala Regional Office. They may however be liable to be posted anywhere in India as per project requirement.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website ([www.nabcons.com](http://www.nabcons.com)) after the selection process is completed. The validity of the panel of selected and waitlisted candidates will be co-terminus with the project.
- No correspondence will be entertained from any ineligible and non-selected candidate in all matter regarding eligibility, the selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result, etc. the company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/ decrease the number of posts or not to fill up any of the posts.
- The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The continuance in NABCONS's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.
- Merely satisfying the eligibly criteria does not entitle a candidate to be called for the interview. NABCONS reserves the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening / shortlisting with reference to candidate's qualification, suitability, experience, etc.
- Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances applications by hand or any other mode will be entertained. The application submitted through online mode provided in this advertisement will only be accepted.

- The contractually engaged staff shall have no legal claim to regular absorption either during the period of contract or after the period of contract expires. Similarly, the Contract Appointee will have no claims as to seniority
  - NABCONS reserves the right to cancel the recruitment for the captioned post without assigning any reason at any stage.
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Advt. Ref. No. NABCONS/CO-HR/005/PBCS/2019-20

Dated: 22 July 2019