

India Post Payments Bank Limited

(A wholly owned undertaking of the Department of Posts, Govt. of India)

Post Box No: 760, Speed Post Centre, Market Road, Bhai Veer Singh Marg, New Delhi – 110 001

Advertisement No. 01/ 2018

Advertisement for Engagement of Advisor (Technology Program Management) on contract basis

Important: Last Date of Receipt of Applications: 29th Jan, 2018

Company Profile:

India Post Payments Bank (IPPB) has been setup under the Department of Post, Ministry of Communication with 100% equity owned by Government of India. The fundamental mandate of IPPB is to become the most accessible, affordable and trusted bank for the common man in India, removing barriers for the unbanked and reducing opportunity cost to the underbanked, and in doing so, promote the adoption of cashless transactions in a predominantly cash economy. IPPB will create a platform which will bridge a critical gap in access to formal financial services in every part of our country, by leveraging the Department of Posts' (DoP's) unparalleled reach and visibility across India, through its 155,000 post offices and the trust that it enjoys among the common man. Ultimately, IPPB's vision is to be the most accessible, affordable, and trusted bank for the common man.

IPPB proposes to engage the services of an Advisor (one position) on contract basis. Applicants are advised to download the application form hosted on the Bank's website <https://www.indiapost.gov.in>, take a print of the application form and send the hard copy of the filled up application form along with a detailed CV.

Roles & Responsibilities:

The proposed Advisor (Technology Program Management) will be required to work closely with the CTO and CEO IPPB, and lead the management of IPPB's technology program. Accordingly, the Advisor needs to have prior experience of implementing technology projects of similar complexity and scale. Thereby, he/ she would need to have the maturity to understand key internal/ external interdependencies in such a complex implementation. He/ she should be well versed with the project planning and program management best practices required to take management ownership of the implementation outcomes.

The key responsibilities/ areas of accountability of this position will be as follows:

1. Drive the IPPB technology implementation program ("the program") for the launch and beyond
2. Oversee detailed program planning and monitoring against detailed plans
3. Understand the program's dependencies and coordinate work by various parties involved in the program.
4. Initiate, and drive the conduct of regular status update meetings with the systems integrator and other parties as required
5. Lead technology program implementation committee meetings
6. Present status, risks and related mitigation plans to the technology steering committee for the program

7. Drive to deliver the program within the timeframe and budget allocated, while maintaining quality
8. Ensure that technology services are being delivered by vendors in line with agreed SLAs/ other terms

I. Eligibility Criteria:

S. No.	Particulars	Eligibility criteria
(i)	Cut-off date	January 29, 2018
(ii)	Age	35 to 65 years
(iii)	Qualification	Graduate from University/ Institution/ Board recognized by the Government of India/ International University of repute (or) approved by a Government Regulatory Body. *Any Certification on Technology Program Management would be preferred.
(iv)	Experience	Minimum of 10 Years of relevant experience in Banking (or) electronic payment services (or) in financial services (or) telecom organization. The candidate should have experience of managing a complex core banking / payments system integration program including multiple technology vendors.

Applicant selected for the assignment should obtain clearance from the previous employer, if required for taking up the assignment with India Post Payments Bank. Depending upon the requirement, Bank reserves the right to cancel or restrict or curtail or enlarge any or all of the provisions of the selection process, if need so arises, without any further notice and without assigning any reason thereof.

Terms and Conditions of the Engagement:

Period	Initial contract for a period of one year and extendable by one more year in case of need.
Type of engagement	Contractual engagement
Remuneration	As per current compensation trends
Leave	24 days of leave for a period of one year. If contractual period exceeds one year or is under one year, proportionate leave shall be granted.
Accommodation	No accommodation facility is available
Perquisites/Benefits	Any other perquisites and benefits would be advised in the offer letter of engagement.
Termination of contract	The contract may be terminated by either party giving to other 1-month notice or pay in lieu thereof. Further, absence beyond 15 days would result in termination of contract, unless approved by MD & CEO.
Residual matters	As may be decided by the India Post Payments Bank Ltd.

Reservation: The position is unreserved.

4. How to apply:

4.1 The applicants are advised to fill their applications strictly as per the format provided by Bank on its websites <https://www.indiapost.gov.in>. Application must be complete in all respects. Incomplete and illegible applications will be rejected.

4.2 Application should be accompanied by a detailed CV and should be sent in Hard copy

4.3 The application form along with CV should be received by the Bank latest by 3.00 pm on 29th January 2018. The application form complete in all respects and duly signed should be sent in a cover super scribed as “Application for engagement as **Advisor (Technology Program Management)** on contract basis – 2018” and addressed to The Chief Human Resources Manager, Human Resources Department, India Post Payments Bank Ltd., Malcha Marg Post Office Buidling, Chanakyapuri, New Delhi – 110021

4.4. Applications received after defined time and date will not be accepted under any circumstance.

5. Selection Process:

5.1 Selection process will consist of Personal Interaction (PI) before the selection committee. The Bank will undertake a preliminary screening of the application for preparing, if necessary, a shortlist of eligible applicants to be called for PI and decision of the Bank in this regard shall be final. Thus, merely fulfilling the requirement laid down in the advertisement would not automatically entitle any candidate to be called for PI.

5.2 The details regarding the time, date and address of the venue for the PI will be intimated to the short listed eligible applicants.

6. General Instructions

6.1 In case, it is detected at any stage that the applicants do not fulfill the eligibility criteria and/or have furnished incorrect information or suppressed any material information, their candidature will be cancelled and if appointed, their services may be summarily terminated without any compensation thereof.

6.2 In all matters regarding eligibility, minimum qualifying standards in PI, assessment thereof and communication of result, the Bank's decision shall be final and binding on the applicants and no correspondence shall be entertained in this regard.

6.3 Canvassing in any form will be treated as a disqualification.

6.4 The Bank reserves the right to reject any or all applications without assigning any reason/s thereto.

6.5 The Bank reserves the right to modify/amend/reverse/cancel any or all of the provisions of the selection process if need so arises, without any further notice and without assigning any reason thereof.

Sd/-
CHRO
India Post Payment Bank
Malcha Marg Post Office Buidling,
New Delhi – 110021



**Human Resources Department
Advertisement No. 01/ 2018
Engagement of Advisor (Technology Program Management) on contract basis**

Application Form

To,
The Chief Human Resources Officer,
India Post Payments Bank,
Malcha Marg Post Office Building
Chanakyapuri
New Delhi – 110021



The hard copy of the application along with CV should reach the Bank latest by 3.00 pm on 29.01.2018.

Application for engagement as Advisor (Technology Program Management) on contract basis

With reference to Advertisement No. 01/2018-19 on India Post Payments Bank's website, I herewith submit my application for engagement of **Advisor (Technology Program Management)** on contract basis.

1. Full Name: Shri/Smt./Kum _____
(In Block Letters) (Surname) (Middle Name) (First Name)

2. Father's/ Husband's Name: _____
(Surname) (Middle Name) (First Name)

3.(a) Address (in Block letters):

District: _____ Pin: _____ State: _____

(b) Contact No: /Mobile No : _____ -

(c) E-mail Id: _____

5. Aadhar No. _____

9. Details of projects that demonstrate the experience of managing a complex core banking/payments the managing of a complex core banking / payments system integration program including multiple technology vendors.

Organization	Project Name	Project Duration	(Your) Role	Project Details

10. Any other relevant Information: (In case of insufficient space for qualification, experience, projects etc. above, candidates may attach separate sheet)

11. Declaration:

I 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 information being found untrue or incorrect at any stage or may not satisfying any of the eligibility criteria according to India Post Payments Bank, my candidature is liable to be cancelled.

Place:
Date:

Signature