



इंडिया पोस्ट  
पेमेन्ट्स बैंक

IndiaPost  
Payments Bank

(A Government of India Undertaking)

Corporate Office, Speed Post Centre Building, Bhai Veer Sing Marg, New Delhi -110001

## RECRUITMENT OF VACANCIES ON CONTRACTUAL BASIS

**Advertisement No. : IPPB/HR/CO/REC./2021-22/02**

India Post Payments Bank Limited (IPPB) has been setup under the Department of Post, Ministry of Communications with 100% equity owned by Government of India having 650 branches all over India which aims to utilize all of India's 1,55,015 post offices as access points and 3~Lakh Postmen and Gramin Dak Sewaks (GDS) to provide doorstep banking services. IPPB is leading the next revolution of banking and financial literacy and this new model will pave the way for India's largest banking network to reach each and every corner of the nation.

In order to support our future growth and transformation challenges, we invite applications from qualified, energetic and dynamic candidates who will be appointed on contractual basis through online application mode in different disciplines as per details given below. Interested candidates who fulfil the eligibility criteria may apply online from **06.11.2021 to 20.11.2021** by visiting our website [www.ippbonline.com](http://www.ippbonline.com). No other mode of application will be accepted.

### 1. Important Dates:

(i)	Opening date for On-line Registration of Applications	06.11.2021 : 10.00 AM
(ii)	Last date of On-line Submission of Applications with Fee	20.11.2021 : 11.59 PM

**Abbreviations used:** UR: Un-reserved, OBC (NCL): Other Backward Classes (Non Creamy Layer), SC: Scheduled Caste, ST: Scheduled Tribe, PWD: Persons with Disability, OC: Orthopedically Challenged, VI: Visual Impairment, HI: Hearing Impairment, PSB: Public Sector Bank, PSU: Public Sector Undertaking.

### 2. Details of number of vacancies under:

Department	Post/Designation	No. of Vacancies	Vacancy reserved for			
			UR	OBC	SC	ST
Product	Senior Manager (UI/UX)	1	1			
Technology	DGM - Program/Vendor Management	1	1			
	Chief Technology Officer	1	1			
Compliance Function	Chief Compliance Officer	1	1			

### 3. Eligibility Criteria: The Age and Post Qualification Experience as on 01.10.2021 for the posts specified at table 2 are prescribed as under

Designation/ Post	Age (as on 01.10.2021)	Post Qualification Work Experience in Officer Cadre
Senior Manager (UI/UX)	26 to 35 Years	6 Years
DGM - Program/Vendor Management	35 to 55 Years	15 Years
Chief Technology Officer	38 to 55 Years	15 Years
Chief Compliance Officer	38 to 55 Years	15 Years

#### 4. Job description and Minimum Eligibility Criteria:

Department	Position	Job Description	Minimum Eligibility Criteria
Product	Senior Manager (UI/UX)	<ul style="list-style-type: none"> <li>Understand the vision for developing, communicating, and implementing the user experience and associated UI/UX framework and assets on a range of products; follow through with the processes and tactics to implement the vision</li> <li>Bring user-centered design methods to digital applications from concept to launch.</li> <li>Partner with the Technology team to leverage the scale offered by the product platforms without compromising on core experiential principles</li> <li>Oversee management of user experience/ interface research and testing processes</li> <li>Drive the development and communication of design guidelines, patterns, and libraries</li> <li>Perform metrics analysis to inform design and user experience/ interface optimization efforts.</li> </ul>	<p><b>Minimum Educational Qualification:</b> Graduate in any discipline</p> <p><b>Post Qualification Work Experience:</b> Minimum 6 years of experience in User Interface/ User Experience in Officer Cadre is mandatory.</p>
Information Technology	DGM (Programme/Vendor Management)	<ul style="list-style-type: none"> <li>Establish program management frameworks to achieve business goals Vendor management with focus on quality and cost</li> <li>Collaborate with multiple technical parties for product development Drive excellence in delivery, standardization and value creation Work closely with the business teams to lead a technology project</li> <li>Closely work with stakeholders from across IPPB, DoP, SIs to achieve program objectives Bring best program management practices to the fore for driving program objectives</li> <li>Liaison with legal, finance and business with respect to the commercial viability of the contract with vendors and ensure that vendor contracts are being delivered in line with the agreed contract, to the level of performance, quality, and compliance needs.</li> <li>Implement IPPB product for launch Coordinate participation between all technical parties involved in developing products</li> <li>Drive to deliver maximum customer value within the timeframe and budget allocated, while maintaining appropriate product, design, code quality</li> <li>Oversee the creation of detailed project plans and coordination internal resources/vendor for the flawless execution of projects</li> <li>Ensure that all parties are working together to deliver projects on-time, within scope and within budget</li> </ul>	<p><b>Minimum Educational Qualification:</b> Bachelor of Engineering/ Bachelor of Technology in Information Technology/ Computer Science/MCA or equivalent qualification.</p> <p><b>Post Qualification Work Experience:</b> Minimum 15 years of relevant experience is mandatory.</p> <p><b>(of which)</b> Minimum 5 years of experience in program management / vendor management in banking/financial services mandatory at senior management level.</p>

		<ul style="list-style-type: none"> <li>• Sign off on Software Requirements Specification prepared by the Technology Consultant</li> <li>• Ensure vendor adherence to operational and regulatory standards</li> <li>• Performance Reporting - Monitoring vendor performance against critical and contractual service level agreements</li> <li>• Management of vendor budgets, monitor progress from a vendor and business initiative perspective</li> <li>• Oversight of vendor operational risk, regulatory and compliance protocols</li> </ul>	
<b>Information Technology</b>	Chief Technology Officer	<p><b>Purpose of the Role:</b></p> <ul style="list-style-type: none"> <li>• To define the Technology strategy, vision and build the technology competency for a successful launch of the Bank. It involves accountability and decision making on team selection, technology stack selection, partner selection, implementation and operations.</li> <li>• Also will be responsible to lead the digital technology implementation and customer experience.</li> <li>• The CTO candidate should ideally have experience of similar scale in banking sectors. Combined experience in a Bank with a focus on Payments Technology / Mobile commerce will be an added plus. IPPB system integration implementation is highly complex due to the scale and multiple SI's and technology vendors involved, over and above linking the platform with other Government departments.</li> </ul> <p><b>Primary Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Build a robust technology organization for IPPB by defining its technology strategy and designing technology architecture covering both back-end and customer facing systems, which include payments applications, infrastructure architecture, technology operations, projects and program management.</li> <li>• The strategy should focus on delivering next generation payments processing platform, simplify last mile banking, on time with high quality</li> <li>• Will design the entire tech governance framework for the Bank Align IPPB's technology design with DoP technology design and Gol's Direct Benefit Transfer infrastructure design.</li> <li>• Be an innovative thought leader in the technology space and must be well versed with the development in the payments/mobile/online space.</li> </ul>	<p><b>Minimum Educational Qualification:</b></p> <p>Bachelor of Engineering/ Bachelor of Technology in Information Technology/ Computer Science/MCA or equivalent qualification.</p> <p><b>Post Qualification work experience:</b></p> <p>The Candidate must have an overall experience of at least 15 years in Banking-IT related areas/projects involving Payment Technologies, Internet Banking/ Mobile Commerce space predominantly</p> <p><b>(of which)</b></p> <p><b>5 years</b> preferably should be at senior management level/managing or implementing large IT projects in Banks or financial Institutions/Fintech.</p>

- Set up and run Data Analytics platform, and actively contribute to business.
- Responsible for providing cost effective and cutting edge technologies for the common man and financial eco-system in the digitization space
- Maintain technology vendor relationship and compliance with service level agreements/ contractual commitments.
- Mentor operations and project team to achieve budgeted results through service excellence and adoption of best practices.
- Work with stake holders, technology partners, regulators and government agencies to deliver the committed digitized financial services
- Drive a product development process that addresses customer, business and technology needs while delivering (time to market), and scalable, easy –to-use products.
- Be an Industry thought leader who will articulate the vision in ways that will be highly valued by senior executives and the technology community.
- Act as a key influencer with internal and external stakeholders/ customers. o Playing the role of a business enabler.

**Skills & Competencies:**

- Experience in large scale infrastructure and transaction platforms and web applications
- A hands on leader with a passion for innovating on technologies, building effective teams and a focus on delivering competitively superior technology solutions to the business while growing people in the organization and creating high performance teams. and accounting principles Experience in core technologies, concepts, architecture, development and sustenance of all the foundational software technologies that support the infrastructure and applications.
- Stakeholder management capability, experience of managing the Board; diverse customer community.

<p><b>Compliance Function</b></p>	<p>Chief Compliance Officer</p>	<ul style="list-style-type: none"> <li>• Establish and maintain the Bank's Compliance Management Program and functioning as an independent and objective body that reviews and evaluates compliance issues/concerns within the organization.</li> <li>• Handle the overall responsibility for all regulatory matters (primarily RBI related regulatory compliance) across all segments and all products of the Bank</li> <li>• Identify, document and assess the compliance risks associated with the Bank's business activities &amp; practices on a proactive basis.</li> <li>• Advise on all new products, processes and operational manuals in accordance with regulatory and legal requirements</li> <li>• Effectively manage the compliance program, including policies, procedures, systems monitoring, technology-based controls and training, as well as compliance monitoring and testing</li> <li>• Manage, lead and co-ordinate investigations into cases of money laundering, terrorist financing and complaints received with regards to bank operations.</li> <li>• Serve as the overall co-ordinator and subject matter expert of the RBI Risk Based Supervision (RBS) process.</li> <li>• Primary point of contact for external regulators and bodies including the RBI, FIU, Law Enforcement bodies etc.</li> <li>• Handle all regulatory on-site and off-site inspections</li> <li>• Responsible for Know Your Customer (KYC) and Anti-Money Laundering (AML) policies of the Bank.</li> <li>• Shoulder the responsibility of Principal Officer and be responsible for reporting CTR, STR, CCR, NTR and CBWTR to FIU-IND.</li> <li>• Responsible for overall management of the compliance &amp; regulatory risks (KYC/CDD &amp; AML).</li> <li>• Submit reports to the Executive Committee and Board of Directors on compliance matters, including actual or potential compliance program violations.</li> <li>• Conduct compliance trainings across KYC/AML, Branch Banking, general banking concepts applicable to Payment Banks.</li> <li>• Develop and nurture a highly motivated and result oriented team.</li> </ul>	<p><b>Minimum Educational Qualification:</b> Graduate in any discipline.</p> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. CA/CS/MBA Finance/Post Graduate degree or equivalent is preferred.</li> <li>2. Certified Banking Compliance Professional by IIBF is preferred.</li> </ol> <p><b>Post Qualification work experience:</b></p> <p>The CCO shall have an overall experience of at least 15 years in the banking or financial services</p> <p><b>(of which)</b></p> <p>minimum 5 years shall be in the Audit / Finance / Compliance / Legal / Risk Management functions in senior management level.</p> <p><b>Skills</b> - The CCO shall have good understanding of industry and risk management, knowledge of regulations, legal framework and sensitivity to supervisors' expectations</p>
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## 5. General instructions for candidates applying for the above mentioned positions:

- a) The Degree/ PG Diploma/ PG Degree must be from the recognized University/Institute, recognized AICTE/UGC/Central or Deemed University **and should be regular/full time course**. In case of any dispute arising about admissibility of any particular qualification, the decision of India Post Payments Bank Limited (IPPB) shall be final and binding.
- b) For all the minimum qualifications, the minimum qualifying marks shall be **60%**.
- c) Wherever percentage (%) of marks is not awarded by the Board/ University/ Institute and only grades (e.g. GPA /CGPA/CQPI) are awarded, the same should be converted to the exact equivalent percentage (%) of marks as per the following formula:
  - For the purpose of calculating final marks, the aggregate marks of all semesters/ years would be taken. Rounding of percentage will not be acceptable under any circumstances, hence 60% of marks and above will **only** be considered. **On a 10-point scale CGPA/GPA of 6.0 will be considered as 60 %**. The fraction of percentage so arrived will be ignored **i.e. 59.9 % will be treated as less than 60%**.
- d) In case the result of a particular examination is posted on the website of the University / Institute and web based certificate is issued, then the date of passing will be reckoned from the original document / certificate issued and signed by the appropriate authority.

## 6. Selection Process:

- a) Selection will be made on the basis of Interview. However, Bank reserves the right to conduct assessment, Group Discussion or Online Test in addition to interview. Merely satisfying the eligibility norms do not entitle a candidate to be called for Interview/Group Discussion or Online Test.
- b) IPPB reserves the right to call only the requisite number of candidates for the Assessment/ Interview/ Group Discussion or Online Test after preliminary screening/ short listing with reference to candidates' qualification, experience, profile vis-a-vis job requirements, etc.
- c) Results of the candidates who have qualified for various stages of the recruitment process and the list of candidates finally selected will be made available on the website. Final select list will be published on the website.

## 7. Application Fee / Intimation Charges (Non-Refundable)

Category of Applicant	Application Fee
SC/ST/PWD (Only Intimation charges)	INR 150.00 (Rupees One Hundred and Fifty Only)
For all others	INR 750.00 (Rupees Seven Hundred fifty Only)

- i. Candidates should ensure their eligibility before paying the fees/applying online.
- ii. Application once made will not be allowed to be withdrawn and fee once paid will NOT be refunded under any circumstances nor can it be held in reserve for any other future selection process.

## 8. Reservations & Relaxations:

- (a) Age relaxation for Ex-Servicemen & PWD category candidates is applicable as per Government of India guidelines.
- (b) The age of candidates claiming relaxation under point 8 should not exceed 56 years as on 1-Oct-2021.

## 9. Remuneration:

S. No	Designation/Post	Approximate total monthly Cost to Company (CTC*)- in Rs.
1	Chief Technology Officer	5,83,333.00
2	Chief Compliance Officer	2,35,000.00
2	Deputy General Manager - Program/Vendor Management	2,18,000.00
3	Head –UI/UX	1,06,000.00

## 10. Terms and Conditions

- i. The period of contract shall be for 3 years and may be extended for a further period of 2 years, after reviewing performance annually.
- ii. All other terms & conditions of employment will be mentioned in the appointment letter/Service Agreement.

11. **Posting:** The selected officers will be posted at Corporate Office, New Delhi. However, officer may be posted anywhere in India. Candidates willing to serve anywhere in India should apply.

12. **Application Guidelines:** A candidate can apply for **more than one post** by filling separate applications for each post. Candidates can apply online only from 06.11.2021 to 20.11.2021. No other mode of application (other than online) will be accepted. The last date for submission of online application is 20.11.2021 up to 11.59 PM.

**13. Action against candidates found guilty of misconduct:**

Candidates are advised in their own interest that they should not furnish any particulars/details/information or make statements that are false, incorrect, tampered, fabricated and should not conceal or suppress any material information while filling up the application form and submitting the attested copies of testimonials. In case it is detected at any time that the candidate has indulged in any of the above-mentioned activities, he/she will not only be disqualified but will be liable to be dismissed from the services of IPPB at any time, even after being selected and after joining IPPB's service. At the time of Interview, if a candidate is (or has been) found guilty of:

- i. Using unfair means during the selection process, or
- ii. Impersonating or procuring impersonation by any person, or
- iii. Misbehaving in the Personal Interview/ Group Discussion, or
- iv. Resorting to any irregular or improper means in connection with his/her candidature, including resorting to canvassing for his candidature, or obtaining support for his/her candidature, by any means, such candidate may, in addition to rendering himself/herself liable to criminal prosecution, shall also be liable:

- (a) To be disqualified from the selection process for which he / she is a candidate;
- (b) To be debarred, either permanently or for a specified period, from any examination or recruitment conducted by IPPB.

**14. Medical Fitness**

Medical Fitness and Character (wherever applicable) verification of selected candidates: The appointment of selected candidates will be subject to their being declared medically fit by a Doctor or a panel of Doctors approved by IPPB and upon satisfactory verification of their character, antecedents (wherever applicable). Till such time, their appointment will be provisional.

**15. General information:**

- I. Only Indian Nationals are eligible to apply.
- II. Incomplete on-line application, in any respect shall be rejected and no further correspondence shall be entertained. In addition, no other means/mode of submission of application shall be accepted under any circumstances.
- III. No TA/DA will be paid to any candidate for appearing in the Written Exam/ Interview.
- IV. No modifications are allowed after candidate submits the online application form. If any discrepancies are found between the data filled by the candidate online and the original testimonies, his candidature **is liable to be rejected**.
- V. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/ her candidature is liable to be rejected at any stage of the recruitment process or after recruitment or joining.
- VI. Candidates employed with Central or State Government / PSBs / PSUs / Autonomous Bodies have to produce No Objection Certificate (NOC) at the time of interview. ***If the candidate fails to provide the NOC at the time of Interview he/she will not be allowed to appear for the interview.***

16. The management reserves the right to fill or not to fill or partially fill any of the above positions without assigning any reasons whatsoever. IPPB also reserves the right to cancel / restrict / modify / alter the recruitment process, if required.

17. Any modifications/ amendments /corrigendum in respect of the above advertisement shall be made available only on IPPB's official website. No further press advertisement will be published. Hence prospective applicants are advised to visit IPPB's website regularly for this purpose.

18. All correspondence/announcements with respect to above recruitment process shall be done through e-mail/notices on the company's website. Important information regarding recruitment will be available in IPPB website and as such, candidates are advised to visit the same frequently. It is the responsibility of the candidate to download/print the Admit Card/ Interview Call Letters. Company will not be responsible for any loss of email sent, due to invalid/ wrong Email ID provided by the candidate or due to any other reason. Candidate's E-mail Id and Mobile No. should be valid for at least one year.
19. For any queries related to online application candidates may write on company's email id: [careers@ippbonline.in](mailto:careers@ippbonline.in).
20. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Delhi only.

**Sd/-**  
**Chief HR Officer**  
**Speed Post Centre, Bhai Veer Singh Marg, New Delhi – 110 001**