



पेंशन निधि विनियामक एवं विकास प्राधिकरण
PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY



PFRDA-05/1/0006/2022-HR



19.10.2022

The President
Institute of Actuaries of India
Unit no. F-206, 2nd Floor, "F" Wing in Tower 2,
Seawoods Grand Central, Plot no R-1, Sector 40,
Seawoods, Near Seawoods Railway Station,
Navi Mumbai - 400 706

Subject: Recruitment for the post of Executive Director on Direct Recruitment or Deputation or Contract Basis –reg.

Sir/Madam,

Pension Fund Regulatory and Development Authority (PFRDA) is a statutory regulatory body established vide the *PFRDA Act (23 of 2013)* passed by the Parliament of India and set up under Ministry of Finance, Government of India.

2. PFRDA is inviting applications from Indian Citizens, who satisfy the terms and conditions as specified under the detailed Vacancy Notification dated 19.10.2022 available on our website at www.pfrda.org.in, for appointment to the post of Executive Director on *direct recruitment or deputation or contract basis* in PFRDA.

3. In this regard, it is requested that the copy of the Vacancy Notification, which is enclosed herewith, may kindly be circulated amongst your Members with the advise to send their applications to PFRDA on or before 14.11.2022 (Monday).

4. Your kind cooperation in this matter will be highly appreciated.

Yours sincerely,


(Sachin Joneja)
General Manager

Encl: a/a.

Advt. no .: 03/2022

19/10/2022

RECRUITMENT TO THE POST OF EXECUTIVE DIRECTOR - 2022

(on Direct Recruitment/ Deputation/ Contract basis)

Pension Fund Regulatory and Development Authority (PFRDA/ Authority) is a statutory regulatory body in the financial sector established under *PFRDA Act (23 of 2013)* passed by the Parliament of India with the mandate to promote, develop and regulate Pension sector in India.

PFRDA invites applications from Indian citizens for recruitment of **One (01) 'Executive Director'** on *direct recruitment or deputation or contract basis*.

EXECUTIVE DIRECTOR – ON DIRECT RECRUITMENT OR DEPUTATION BASIS OR CONTRACT

No. of Posts: One (01)

Scale of Pay:

The present scale of pay for Executive Director in PFRDA is Rs. 204000 – 6000 (2) – 216000. Plus, other perks and benefits as admissible.

The monthly gross emoluments at the beginning of the scale of pay work out to approx. **Rs. 5,35,000/-**.

Benefits in addition to monthly gross emoluments include provision of hired Office Car or Conveyance Expenses including Driver's Salary, Entertainment Allowance, Newspaper and Financial Dailies, Education Expenses, Household Help/ Cleaning, Residential Office Allowance, Medical (Non –

Hospitalisation) Expenses, Annual Health Check-up, LFC, Telephone and Mobile, Mobile Handsets, Group Mediclaim Insurance, Personal Accident Insurance, Group Insurance, Dental Treatment, Staff Furnishing Scheme etc.

The candidates appointed on deputation basis would also have the option to draw pay and allowances as admissible to him/her in the parent organization.

APPOINTMENT ON DIRECT RECRUITMENT / CONTRACT BASIS:

QUALIFICATION AND EXPERIENCE AS ON 30/09/2022:

a) QUALIFICATION:

MBA/MMS with specialization in Finance/ CA /CS/ CFA/ CWA/ LLB/ Post Graduation in Economics, Finance or any other discipline which in the opinion of the Authority is useful, from a recognized University/ Institution.

b) EXPERIENCE:

Minimum of 20 years of post-qualification experience in officer cadre dealing with problems relating to Pension/ Insurance/ Financial Sector or special knowledge/ experience of law, investigation, Finance, Economics, Accountancy, Administration or any other Discipline considered useful to the Authority.

**AGE LIMIT:**

Not less than 40 years and not more than 55 years as on 30/09/2022.

TERM OF APPOINTMENT ON CONTRACT BASIS:

The appointment on contract basis for the post will be made for an initial period of three (03) years, extendable by further two (02) years, subject to satisfactory review.

The contract can be terminated by either side by giving 3 months' notice or making payment of 3 months' pay in lieu thereof, without assigning any reasons therefor.

APPOINTMENT ON DEPUTATION BASIS:

The candidates appointed on deputation basis would have the option to draw pay and allowances as admissible to him/her in the parent organization or the scale of pay as admissible in PFRDA.

QUALIFICATION AND EXPERIENCE AS ON 30/09/2022:

Deputation from Govt. (All India Central/ Civil Services Group 'A'); Regulatory Bodies, RBI, Banks, Financial Institutions & Academic Institutions with not less than 20 years of experience in officer cadre in dealing with problems relating to pension/ financial sector or special knowledge/ experience of law, investigation, Finance, Economics, Accountancy, Administration or any other discipline considered useful to the Authority.

AGE LIMIT:

Not less than 40 years and not more than 55 years as on 30/09/2022.

TERM OF APPOINTMENT ON DEPUTATION BASIS:

The appointment for the post will be on deputation basis for an initial period of three (03) years, extendable by further two (02) years.

The candidates applying for the post of Executive Director in PFRDA on deputation basis should route their applications through their employer/ cadre controlling authority.

Candidates applying on deputation basis should get their employer to furnish Vigilance Clearance (major/ minor penalties, if any, imposed during last 10 years) and Annual Confidential Reports (ACRs)/ Annual Performance Appraisal Reports (APARs) for last 5 years along with the application directly to PFRDA.

In case of non-receipt of the above-mentioned documents on or before the date of interview, the application shall be summarily rejected and such candidate will not be allowed to appear in the interview.

A. GENERAL INSTRUCTIONS:

1. Applications which are incomplete, or not in specified format, or received after the prescribed date or received without supporting documents in respect of age,



- qualification and experience etc., will not be considered and summarily rejected.
2. The candidate is required to submit a brief profile (not exceeding 3 pages) regarding qualification, experience etc. along with the duly filled application. PFRDA reserves the right to call for additional documents from the candidates to validate their claim with regard to eligibility for the post by e-mail/post. Failure to furnish the required documentary proof, shall result in disqualification of the candidature of the candidate.
 3. Mode of Selection will be Interview. The Competent Authority reserves the right to modify the selection procedure, if deemed fit.
 4. Outstation candidates called for Interview for the post of Executive Director will be reimbursed 'Y' Class Air fare for the to and fro journey by the shortest route from the place of their residence, to the place of interview, subject to submission of necessary documentary evidence. In case, where outstation candidates travel by any mode other than air, such candidates shall be reimbursed II AC Rail Fare for attending the interview subject to necessary documentary evidence for travel in such mode.
 5. Candidates should satisfy themselves about their eligibility for the post applied for. The Authority shall determine their eligibility only during document verification at the time of interview.
 6. The Competent Authority reserves the right to relax any of the eligibility criteria in deserving cases.
 7. The candidate appointed on deputation or on contract basis will **NOT** be entitled for permanent employment or absorption in PFRDA, under any circumstances, at any point of time. The terms of contract will be broadly based on the terms and conditions stipulated in this Notification.
 8. The candidates applying for the post of Executive Director (on direct recruitment / contract basis) who are already in service of Govt., Quasi-Govt, Public Sector Undertakings/Banks, will have to produce a '**No Objection Certificate**' from their employer, at the time of interview. Before appointment in PFRDA, a proper discharge certificate from the employer shall have to be produced by the selected candidate.
 9. The candidates applying on deputation basis should route their applications through their employers so as to reach the address as given at **Point 17** on or before the due date. The applications routed through employer shall not be considered if it reaches the address given at **Point 17** after the due date even though it is submitted to the employer before the due date. In such cases, an application marked '**Advance Copy**' may be sent to the address as given at **Point 17** and the regular copy should be routed through the employer.
 10. The Competent Authority reserves the right to raise the minimum standards in respect of qualification and experience in order to



restrict the number of candidates to be called for the Interview. Thus, merely fulfilling the eligibility conditions laid down in the Notification as regards qualifications and experience, would not automatically entitle any candidate to be called for the interview.

11. The Authority reserves the right to cancel this Notification fully or partly on any grounds without assigning any reasons therefor.

12. Canvassing in any form will result in disqualification of the candidate.

13. If a candidate is not eligible or has 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 and if appointed, the appointment shall stand cancelled/terminated without notice or compensation and without prejudice to any other action which the Competent Authority may deem fit to take.

14. 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.

15. The decision of Competent Authority in all matters would be final and binding, and no correspondence in this regard would be entertained. Any matter relating to the

appointment of Executive Director or the procedure for appointment shall be governed by the laws of India. Only courts at New Delhi (with the exclusion of all other Courts) shall have the exclusive jurisdiction to decide or adjudicate on any matter of dispute which may arise in connection with this selection process.

B) HOW TO APPLY:

16. Candidates who satisfy the eligibility norms may apply giving their bio data strictly in the format given at the end of this Notification.

17. Applications should be sent by ordinary/ speed post/ courier in a cover superscribing the post applied for i.e. '*Application for the post of Executive Director in PFRDA (on direct recruitment/ deputation/ contract)*' to the following address so as to reach **14.11.2022 (Monday)**:

The General Manager (Admin & HR)
Pension Fund Regulatory and
Development Authority
B-14/A, Chhatrapati Shivaji Bhawan
Qutab Institutional Area, Katwaria Sarai
New Delhi 110 016.



www.pfrda.org.in

PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY

APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR

1. Name in full (English- CAPITAL LETTERS)		First Name		Middle Name		Surname													
2. Father's Name																			
3. Gender (Please ✓ wherever applicable)		M		F		T													
4. Date of Birth		D	D	M	M	Y	Y	Y	Y										
5. Age as on 30.09.2022				Years				Months		Paste Photograph in the box alongside and sign across it									
6. Category, i.e. General/ SC/ST/ OBC/PH/EWS (Please ✓ wherever applicable)		General		OBC		SC		ST								PWD		EWS	
7. Mode of Application (Please ✓ wherever applicable)		Direct Recruitment				Deputation										Contract			
8. Details of Work Experience as on 30.09.2022																			
Employer Name & address				Designation		Job Profile		Period		Duration									
								From	To	Yrs.	Mths								
9. Academic Qualification as on 30.09.2022																			
Qualification		Examination		Main Subjects		Year Passing		of University/ Institute		Overall (%) Marks		Class/ Division							
Graduation																			
Post Graduation																			
Any Other																			
10. Postal Address (English – in capital letters only)																			
								E Mail:											
								Telephone:											
								Mobile:											
Dist.:								STD Code:											
State:								Pin Code:											
11. Any other information considered relevant by the applicant:																			
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 vacancy circular and hereby undertake to abide by them.																			
Place: _____ Date: _____ Signature _____																			
Note: Applications should be accompanied by self-attested copies of certificates in support of age, qualifications & experience, Caste/Tribe/Community/Physical disability as applicable, with a recent passport size photograph glued to the top right-hand corner of the application form.																			