

Recruitment Notification for National Centre for Financial Education (NCFE)

The National Centre for Financial Education (NCFE) promoted by the four financial sector regulators, RBI, SEBI, IRDAI and PFRDA is recruiting for various full-time posts as detailed under. The place of posting would be NISM Bhavan, Vashi, Navi Mumbai. A candidate can apply to only one of the positions below.

Position	Age	Qualification	Experience
Senior Manager – 1 post	Not more than 35 years as on the date of the notification	Master's Degree in Finance /Economics/Commerce/Business Administration/Law/CA/CS/ICWA/CFA/ Post Graduate Diploma in Management (PGDM) from a recognized institute or university.	Five years of work experience (preferably in financial sector/administrative roles)
Manager (Programs) – 1 post	Not more than 32 years as on the date of the notification	Bachelor's Degree in any discipline from a recognized institute or university.	Three years of work experience (preferably in financial sector)
Manager (IT) – 1 post	Not more than 32 years as on the date of the notification	Bachelor's degree in IT/ Computer Science or related fields from a recognized institute or university	Three years of experience in IT (preferably in BFSI domain & web design/ web management)
Assistant Manager - 4 posts	Not more than 30 years as on the date of the notification	Bachelor's Degree in any discipline from a recognized institute or university.	Two years of experience (preferably in financial sector)

The brief job description and remuneration are as under:

Position	Job Description	Remuneration
Senior Manager: 1 post	Responsible for supervising the overall operations of NCFE while reporting to the CEO of NCFE	Starting Gross emoluments of Rs. 12 lakhs per annum
Manager (Programs): 1 post	Coordination with multiple stakeholders for organizing programs; Manage content on various aspects of financial literacy to be used in different programs and website; data analysis and handle day-to-day operations and administrative requirements for smooth conduct of programs and activities	Starting Gross emoluments of Rs 8 lakhs per annum
Manager (IT): 1 post	Vendor Management for maintenance of NCFE website, Online testing platform, Kiosks and Digital displays, etc.; Plan, organize, control and evaluate IT and electronic data operations Design, develop, implement and coordinate IT systems, policies and procedures as per requirement	Starting Gross emoluments of Rs 8 lakhs per annum

Assistant Manager: 4 posts	Responsible for conducting desk research, vendor management, administration and accounts, media management and provide assistance in implementing various programs.	Fixed Remuneration of Rs 5 lakhs per annum
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Process of Recruitment

The process of recruitment will consist of an Online Application followed by online test (English or Hindi as per the choice of the candidate) and interview. The NCFE Board reserves the right to waive the Online test requirement if there are very few candidates for any post.

Post	Vacancies	Test duration	No of questions	Subjects
Assistant Manager (Programs)	4	45 mins	75	Maths (QA&LR*), English and GK
Manager (Programs)	1	45 mins	75	Maths (QA & LR), English and GK
Manager (IT)	1	45 mins	75	Maths (QA&LR), English and IT
Senior Manager	1	60 mins	100	Maths, English, GK and Finance

*QA – Quantitative Aptitude

LR – Logical Reasoning

Details of the online application form and the deadlines to apply will be made available on the NCFE website (<https://www.ncfe.org.in>) tentatively by March 22, 2019.