



Invitation of Applications for the post of Subject Matter Specialists on Contract

Bankers Institute of Rural Development (BIRD), Lucknow, a premier autonomous training institute, promoted by National Bank for Agriculture and Rural Development (NABARD), invites application from Indian citizens for engagement as Subject Matter Specialists on a contractual basis for a period of 03 (three) years.

The details of terms and conditions of engagement are furnished as under:

1. Name of Post:

Subject Matter Specialist (SMS) on Contract

2. Number of Post:

03 (Banking & Finance, IT for Banks and Climate Change -01 post each)

3. Place of Work:

Bankers Institute of Rural Development (BIRD), Sector-H, LDA Colony, Kanpur Road, Lucknow-226012 (Uttar Pradesh).

4. Age:

The maximum age shall be 40 years as on 1st January 2021.

5. Education Qualification & Experience:

a. For the post of SMS in Banking & Finance :

Educational Qualification - Minimum Post Graduate/ Master's degree in Finance or related subject, from a recognized university with first class or equivalent with a consistently good academic record throughout. Higher qualifications such as MPhil/PhD shall be preferred.

Experience – (i) The candidate should have a minimum of three years of teaching/ research/ professional/ work experience in Banking & finance in a premier reputed organization.

(ii) Candidates having experience in Bank and Financial Institutions will be preferred.

(iii) Knowledge in various specialised topics, viz, ALM & Risk Management, NPA & Recovery Management, Investment & Treasury Management, Risk based Supervision, etc would be desirable.



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b. For the post of SMS in IT :

Educational Qualification - Minimum Post Graduate / Master's degree in Computer Science/ Information Technology (IT) or related subject from a recognized university with first class or equivalent with a consistently good academic record throughout. Higher qualifications such as MPhil/PhD shall be preferred.

Experience – (i) Candidate should have a minimum of three years of teaching/ research/ professional/ work experience in IT in a premier reputed organization.

(ii) Candidates having experience in Bank and Financial Institutions will be preferred.

(iii) Knowledge in IT & cyber security aspects related to banking will be desirable.

c. For the post of SMS in Climate Change :

Educational Qualification - Minimum Post Graduate / Master's Degree in Environmental Management or Environmental Sciences or Climate Change or Climate Finance or Disaster Management or Natural Resource Management or Geography or Urban Planning or Agriculture Sciences from a recognized university with first class or equivalent with a consistently good academic record throughout. Higher qualifications such as MPhil/PhD shall be preferred.

Experience – (i) candidate should have at least 3 years of practical experience in the area of climate change with focus on networking and knowledge management,

(ii) Candidate should have experience/ knowledge of designing and/or implementing climate finance or green finance products and should have experience in managing knowledge platform,

(iii) Candidate should have experience using digital and social media to initiate networking with stakeholders,

(iv) Candidate should have experience of publishing research papers / publications / reports / studies.

(v) Understanding of State Action Plan on Climate Change, National Action Plan on Climate Change and Centrally Sponsored Schemes relevant to Climate Change as also institutional framework for climate finance is desirable,

(vi) Work experience in an international organization is desirable.

(vii) Having experience of designing and updating websites will be preferred.



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Bankers Institute of Rural Development (BIRD), Lucknow

6. Job Profile:

- Assessment of Training Needs of Clients.
- Design of Training **programmes**.
- Preparation of Training Calendar.
- Marketing of Training **Programmes**.
- Standardisation / Preparation of study materials and other inputs.
- Provide faculty support in specific subjects including pre and post training activities and evaluation of Training programmes.
- Administrative arrangements / arrangement of field visits etc.
- Preparation of Training Completion of Report.
- Coordinating and conducting training/ seminars/ studies.
- Associating with studies conducted by BIRD.
- Evaluation of study reports/Research papers/case studies/success stories for publication and circulation.
- Developing course content for e-modules.
- Identification of National and International agencies for having collaboration for conduct of training programmes / seminars / workshops etc.
- Any other work related to the institute or as directed by the BIRD

7. Period of contract:

The period of engagement shall be purely on contract basis for a period of 03 (three) years from the date of engagement. The above contract periods shall be subject to half-yearly review of performance. The BIRD may terminate the contract of service if the performance is found unsatisfactory. The BIRD shall at its sole discretion, terminate the contractual engagement by giving one month's notice or one months' compensation in lieu thereof, at any time during the contract period. The format and criteria of performance appraisal shall be decided by the BIRD.

8. Selection Process:

The selection will be on the basis of educational qualifications, relevant experience and interview process. Preference will be given to the candidates having desirable qualifications (educational and work experience) over and above the essential requirements. The short-listed candidates on the basis of their educational qualification and experience will be called for interview. The list of shortlisted candidates will be published on this website.



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9. Emoluments:

Consolidated emolument/compensation (all inclusive) will be ₹1,00,000 (Rupees One lakh only) per month, with annual increment @ 05%, subject to satisfactory performance. The amount of compensation being cost to BIRD, will be inclusive of any statutory payments that BIRD may be required to pay on behalf of the SMS. The SMS will be liable for tax as per the Income Tax Act and Rules in force from time to time and the tax will be deducted at source wherever applicable.

10. Residential Accommodation, Lounge, Medical facilities:

During the period of contract, the SMS shall not be eligible for getting any residential accommodation, lounge facility or medical facility from BIRD.

11. Travelling and Halting Allowance:

TA & HA will be paid as per rules of BIRD.

12. Placement:

The SMS will be required to work under the Administrative control of Director, BIRD. The SMS shall have no right or claim for regular employment in the BIRD.

13. Superannuation Benefits:

The SMS shall not be entitled to any superannuation benefits viz., Provident Fund, Pension, Gratuity, etc.

14. Application Fee (Non-Refundable):

Application fee (including applicable GST) – ₹590 (Rupees five hundred and ninety only). Bank transaction charges, if any, for online payment of application fee will have to be borne by the candidate. The bank account details, for payment of application fee, are as under:

Name of Institute	Bankers Institute of Rural Development, Lucknow
Name of Bank and Address	Kotak Mahindra Bank Ltd, Ashiyana Branch, Lucknow- 226001
Type of Account	Savings
Bank Account No.	5411848265
Branch Code	05199
IFS Code	KKBK0005199
SWIFT Code	KKBKINBB



बैंकर ग्रामीण विकास संस्थान (बर्ड), लखनऊ
Bankers Institute of Rural Development (BIRD), Lucknow

15. Other Conditions:

- a) All documents/ testimonials in original will have to be produced at the time of interview.
- b) No travelling allowance will be paid for attending the interview.
- c) Depending upon the requirement, BIRD shall reserve the right to cancel/restrict/curtail/enlarge the panel of selected candidates.
- d) BIRD shall not furnish the evaluation sheet of selection process to candidates.
- e) BIRD shall have the right to change / modify / alter any or all the provisions set out above.
- f) In all matters regarding selection, BIRD's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard even from any ineligible and non-selected candidates.
- g) BIRD reserves the right to cancel the recruitment for the captioned post without assigning any reason at any stage.
- h) No correspondence will be entertained from any ineligible and non- selected candidate in all matters regarding eligibility, selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result, etc. BIRD's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.

16. How to apply:

Eligible person shall send scanned copy of neatly typed duly filled-in application in the prescribed format (enclosed) along with self attested scanned copies of all relevant documents by e-mail to the Director, Bankers Institute of Rural Development, Sector H, LDA Colony, Kanpur Road, Lucknow 226012; e-mail: bird@nabard.org Tel:+91-522-2421954/1923 Fax:+91-522-2421006 Please note that corrigendum, if any, issued on the above advertisement and further announcements, will be published only on the BIRD's website www.birdlucknow.nabard.org.

17. Contact Details:

In case of any problem or query, you may contact at bird@nabard.org. Do not forget to mention "Application for the post of SMS on Contract" in the subject of the email.

18. Important Dates/ Timelines:

Submission of completed application in the prescribed format by e-mail (bird@nabard.org) – **30th September 2021**. BIRD, Lucknow reserves the right to make change in the date indicated above. "Application for the post of SMS" may be



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Bankers Institute of Rural Development (BIRD), Lucknow

mentioned as the subject of email. Incomplete application in any respect are liable to be rejected. The last date for receipt of application through email at BIRD is **30th September 2021(1700 Hrs)**. Application received after this date will not be entertained.

Director

Encl: Application Form



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FORMAT OF APPLICATION

The Director
Bankers Institute of Rural Development
Sector-H, L.D.A. Colony,
Kanpur Road, Lucknow - 226 012
E-Mail : bird@nabard.org
Website: www.birdlucknow.nabard.org

Please affix latest
passport size
photograph here
(self attested)

Application for the post of Subject Matter Specialist on Contract

(Application to be neatly typed as per format given below & scanned copy of completed application alongwith self attested copies of all the relevant documents may be forwarded to bird@nabard.org)

1. Name in Full (Shri / Smt. / Kum.):
2. Father's / Husband's name and occupation:
3. Post applied for:
4. Date of Birth (with proof): (dd/mm/yyyy)
5. Place of Birth: State: Dist.:
6. Marital Status (Married / Unmarried) :
7. Religion:
8. Present address for communication (in full with PINCODE):
9. Permanent Address (in full with PINCODE):
10. (i) Mobile Number: (ii) E-mail:
11. Knowledge of Languages other than English:

Language	Can Speak	Can Read	Can Write



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12. Educational Qualifications (please attach self attested Mark Sheets & Certificates):

Examination Passed	College	Period		University	Principal Subjects	Class & Rank	Aggregate % of marks
Graduation							
Post-Graduation							
Others (Specify)							

13. Particulars of special qualifications and work experience in banks/ training/ research/other experience as indicated in detailed advertisement in respect of post applied (*please attach self attested copies of proof of special qualifications and work experience in chronological order*) :

14. Particulars of present and previous employment (*please attach self attested copies of proof of employment/s*):

Name & Address of the employer	Period		Position & Nature of duties	Place of Posting	Total Emoluments (Rs)		Reasons for leaving*
	From	To			Starting	Last Drawn	

15. Particulars of any prosecution / detention / fine / conviction/ sentence against you awarded by any court of law for any offence:

16. Details of Application fee paid (Name of bank, date and amount of payment, UTR No.):

17. List of documents forwarded with application:



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Declaration

I declare that the particulars furnished above are true, correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which might impair my fitness for engagement at BIRD. In case, any of these particulars is found to be untrue later on, I shall be liable for the consequences thereof.

I undertake to be bound by the terms and conditions of the contractual engagement.

Signature:

Place:

Date:



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Warning:

- i. Furnishing of false information or suppression of any factual information or any change in the Bio-data-cum-Declaration Form would be a disqualification and is likely to render the candidate unfit for employment.
- ii. If detained, convicted, debarred etc., subsequent to the completion and submission of the form, the details should be communicated immediately to BIRD, failing which it will be deemed to be suppression of factual information.
- iii. If the fact that false information has been furnished or that there has been suppression of any factual information in the Bio-data-cum-Declaration Form comes to notice at any time during the engagement of a person, his/her engagement would be liable to be terminated without any notice or compensation in lieu thereof.
