



480, 1st Floor, Khivraj Complex 1, Anna Salai, Nandanam, Chennai 600035

Ph.no 044-24313094-97

Date: 24.07.2021

Indbank Merchant Banking Services Limited (Indbank), a subsidiary of Indian Bank, with headquarters in Chennai, engaged in Stock Broking, Depository Participant Activities, Distribution of Mutual Fund and other Investment products, Merchant Banking, Advisory Services and Retail Loan Counselors, invites applications from eligible candidates for the post of **(a) Head- DP Department (b) Head -Account opening Department (c) DP Staff (d) Branch Head- Retail Loan Counselor** and **(e) Field Staff - Retail Loan Counselor** on contract basis.

Last date for receipt of duly filled in application with the copy of the enclosures	14.08.2021
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1. Details of position(s) / discipline(s):

S.No	Name of the Position(s) / Discipline(s)	Vacancies
1	Head – DP Department	1
2	Head – Account opening Department	1
3	DP Staff	3
4	Branch Head – Retail Loan counselor	5
5	Field Staff– Retail Loan counselor	17
6	Total	27

2. Compensation:

S.No	Name of the Position(s) / Discipline(s)	Compensation
1	Head – DP Department	Rs.6.00-8.50 lakh p.a.
2	Head – Account opening Department	Rs 5.00-6.00 lakh p.a.
3	DP Staff	Rs.3.00-4.00 lakh p.a.
4	Branch Head – Retail Loan counselor	Rs.5.00-6.00 lakh p.a.
5	Field Staff– Retail Loan counselor	Rs.1.50-2.00 lakh p.a.

Over and above, performance linked incentive will also be paid depending on the individual performance.

3. Age, Educational Qualification, Experience and Place of Vacancy:

Description	Head - DP Department	Head - Account Opening Dept.,	DP Staff	Branch Head -Retail Loan Counselor	Field Staff - Retail Loan counselor
Minimum Qualification	Any Graduation with NISM DP Certificate	Any Graduation with NISM DP Certificate	Any Graduation with NISM DP Certificate	Any Graduation	Any Graduation
Experience	Minimum 10 years experience in DP Operations preferably handled both NSDL and CDSL DP's	Minimum 7 Years experience in DP Operations / Opening Demat and Trading A/c	Minimum 5 years experience in DP Operations	Minimum 15 year of experience in Banking / NBFC having sufficient knowledge in Retail Loan Products	Preferably minimum 1 year experience in Sales, Retail and Loan Products - Home Loan, Vehicle Loan, Credit Card etc.,
Age	Not exceeding 50 years	Not exceeding 40 years	Not exceeding 35 Years	Not exceeding 65 Years	Not exceeding 35 Years
Place of Posting	Chennai	Chennai	Chennai	Chennai / Hyderabad / Kolkata / Lucknow / Ahmedabad	Chennai / Hyderabad / Kolkata / Lucknow / Ahmedabad
Major Job Profile	Head DP Operations both NSDL, CDSL and relevant activates	Head Demat and Trading Account opening and relevant activates	All DP related work preferably checker level in both NSDL and CDSL	Heading Field staff, Marketing bank products like Home Loan, Credit Card, other retail products etc., and marketing merchant banking related products.	Marketing bank products like Home Loan, Credit Card, other retail products etc., and marketing merchant banking related products.

Mode of Selection

Mode of selection is based on the Interview. A Screening Committee will screen the applications received for the post for identifying eligible candidates. Interview and final selection will be carried out by the committee consisting of President & Whole Time Director, Director, Nominee Director appointed by Indian Bank and an Independent Director of the company.

*Cutoff date for Age, Educational qualification and Experience is 30.06.2021

Note:

- a. All Educational Qualification prescribed shall be from the University/ Institution/ Board recognized by Govt. of India/ approved by Govt. Regulatory Bodies.
- b. Experience relevant to the post will only be counted for reckoning the attribute of experience.

4. Mode of Selection

Mode of selection is based on the Interview. A Screening Committee will screen the applications received for the post for identifying eligible candidates. Interview and final selection will be carried out by the committee of the company.

5. How to Apply

Candidates having above qualifications may download the application form from our website www.indbankonline.com and send duly filled in applications with the copy of the enclosures through courier / Registered Post to the above mentioned address, addressed to Head Administration. Candidate can also send the scanned copy of the duly filled application with the enclosures to recruitment@indbankonline.com.

6. General Instructions

- a. Before applying for the post, candidate should verify and satisfy himself/herself that he/she fulfills the eligibility and other norms mentioned in this advertisement. Company would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/she has applied. The decision of the Company shall be final in deciding about qualifications, experience and other eligibility norms.
- b. In case it is detected at any stage of recruitment that a candidate does not fulfill any of the eligibility norms and/or that he/she has furnished any incorrect/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will be cancelled. If any of these shortcomings is/are detected even after appointment, his/her contract is liable to be terminated.
- c. The Company reserves the right to alter, modify or change the eligibility criteria and / or any other terms and conditions spelt out in this advertisement.
- d. Only those candidates who have met with the eligibility criteria for appearing in the Personal Interview will be intimated by email to the email address, furnished by them.
- e. The admission to personal interviews will be purely provisional without verification of age, qualification etc. of the candidates with reference to documents.
- f. Candidates will have to produce original relevant certificates like educational qualifications, experience, age, etc. at the time of interview, in support of his /her eligibility, as per the details furnished in the application, failing which his / her candidature will be cancelled.
- g. Decision of the Company in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the interview, selection and any other matter relating to

recruitment will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the Company in this regard.

- h. Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Chennai.
- i. In case, any dispute arises on account of interpretation inversion other than English, English version will prevail.
- j. Company does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of loss in transit or for any other reason beyond the control of the Company.

Chennai

Head Administration