

Indbank Merchant Banking Services Limited (IBMBS LTD), 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, invites applications from eligible candidates for the post of (a) Back Office staff- DP Dept on contract basis (b) Back Office staff- Account Opening Dept on contract basis (c) Head of Surveillance Dept on contract basis.

Candidate will be recruited on contract for an initial period of one year with an option to extend for another year, based upon his/her performance. After the completion of one year of contract period, the staff may be absorbed in the regular services of the company.

Last date for receipt of duly filled in application with the copy of the enclosures	21.09.2024
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1. Details of position(s) / discipline(s):

S.No	Name of the Position(s) / Discipline(s)	Vacancies
1	Back Office staff- DP Dept on contract basis	1
2	Back Office staff- Account Opening Dept on contract basis	1
3	Head of the Surveillance Dept on contract basis	1

2. Compensation:

S.No	Name of the Position(s) / Discipline(s)	Compensation
1	Back Office staff- DP Dept on contract basis	Rs. 4.50 lakhs p.a.
2	Back Office staff- Account Opening Dept on contract basis	Rs. 4.00 lakhs p.a.
3	Head of the Surveillance Dept on contract basis	Rs. 8.50 lakhs 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	Minimum Qualification	Experience	Age	Place of Posting	CTC
Back Office staff- DP Dept on contract basis	Any Graduation with NISM Certifications	Minimum 5 years experience in DP Operations (NSDL & CDSL)	Not exceeding 45 years	Chennai	4.5 LPA

Back Office staff- Account Opening Dept on contract basis	Any Graduation with NISM Certifications	Minimum 1 yr experience in account opening operations, opening demat& trading accounts	Not exceeding 30 years	Chennai	4.0 LPA
Head of the Surveillance Dept on contract basis	Any Graduation with NISM Certifications	Minimum 6 years experience in stockbroking, preferably in risk management and surveillance.	Not exceeding 45 years	Chennai	8.5 LPA
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.				

*Cutoff date for Age, Educational qualification and Experience will be as on 01.07.2024.

Note:

- All Educational Qualification prescribed shall be from the University/ Institution/ Board recognized by Govt. of India/ approved by Govt. Regulatory Bodies.
- 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 below mentioned address, addressed to-

Head Administration
No 480, 1st Floor Khivraj Complex I,
Anna Salai, Nandanam
Chennai-35.

Candidate can also send the scanned copy of the duly filled application with the enclosures to recruitment@indbankonline.com.

6. General Instructions

- 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. Incase, 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 lost in transit or for any other reason beyond the control of the Company.

Chennai



