

NABSAMRUDDHI FINANCE LIMITED  
A Subsidiary of NABARD



**Recruitment of Manager - Business Development and Monitoring - Delhi**

NABSAMRUDDHI Finance Limited, a **Subsidiary of NABARD** is registered as a Non-Banking Finance Company – NDSI (NBFC) with a balance sheet size of over INR 1850 Crore. The Company is engaged in financing Off-Farm Sector activities mainly through the bulk lending model with a focus on Green and wellness finance (including WASH as a champion segment), Fabrics and textiles value chain, and Handicrafts as a niche segment. Its clients are mainly NBFCs, NBFC-MFIs, HFCs, Section 8 companies, Cooperatives, Trusts, etc.

Applications for the post of **Manager - Business Development and Monitoring** are invited, as per the details given below:

**A. JOB PROFILE**

The primary duties and responsibilities of the **Manager - Business Development and Monitoring** shall be as follows:

- i. Business development and loan origination;
- ii. Attend to post-sanction credit administration processes including documentation, disbursement, post disbursement monitoring, and associate with the recovery efforts;
- iii. Generate new leads, identify and contact decision-makers, screen potential business opportunities, select the deals in line with strategies, and lead and facilitate business;
- iv. Maintain and share professional knowledge through education, networking, events, and presentations;

- v. Prepare spreadsheets, reports, summaries, and opinions on new, renewal, and existing loans to support deal structures, pricing, etc.;
- vi. Up-to-date knowledge of key issues (for example legal, market risk, and compliance issues);
- vii. Conduct due diligence on clients and projects;
- viii. Undertaking credit monitoring of clients and underlying borrowers On-site, market surveillance, market information, and undertake follow-up and remedial action;
- ix. Assist in tracking portfolio health and quality and keeping track of early warning signals;
- x. Any other matter/ work assigned by the Management from time to time.

## **B. ELIGIBILITY CRITERIA**

### **a. Educational Qualifications:**

- i. Graduation with a minimum of 50% or equivalent CGPA from a reputed institution.
- ii. Post-graduation on a full-time basis from a reputed institution shall be preferred.

### **b. Experience:**

- i. Minimum of 3 years of relevant experience in business development, sales, or a relevant role in a reputed NBFC/Financial Institution/Bank/Rating Agency.

### **c. Age**

- i. Candidate should be a maximum of 45 years of age as of the date of advertisement.

## **C. OTHER CRITERIA**

- i. Proficiency in using tools such as MS Office (specifically in Excel) and other computer-related functions for day-to-day functioning;
- ii. Proficiency in reading, writing, and speaking English and Hindi.

#### **D. PLACE OF POSTING**

- i. The place of posting for the present will be Delhi;
- ii. However, depending on the administrative requirement of NABSAMRUDDHI, the candidate may be placed anywhere in the country in the future.
- iii. The position involves frequent travel and the candidates must be willing to travel at short notice across the country;

#### **E. EMOLUMENTS AND SERVICE CONDITIONS**

- i. Pay Scale: Selected candidates will draw a basic pay of **INR 48,170/-** per month on the scale of 48170-1740-1/49910-1990-10/69810 (12 years), applicable to the Manager and they will be eligible for Dearness Allowance, HRA, CCA, Special Allowance as per rules in force from time to time. At present, initial monthly gross emoluments are approximately **INR 89,004/-** at the present rate of dearness allowance. Remuneration will be released after making statutory deductions that NABSAMRUDDHI may be required to make on behalf of the staff. There is a provision of annual increments as well as incentives subject to performance review.
- ii. Initial appointment of a selected applicant will be on a probationary basis for a period of 02 years.
- iii. Existing employees of Nabsamruddhi may be considered for the protection of earlier tenure for superannuation benefits.
- iv. Notice period during resignation, i.e., exit for employees under probation will be 2 months, and confirmed employees will be 3 months.
- v. The Company reserves the right to either terminate or suspend the services without any notice if it is found or the Company has a reason to believe that the candidate has committed or was a part of any form of misconduct, fraud, negligence, or any other act that is prejudicial to the interests of the Company including, but not limited to any act, omission, breach, defiance of instructions, violation of policies and practices of the Company, etc. during the course of the employment for any reason.

#### **F. OTHER FACILITIES**

- i. Leave shall be applicable as per the extant policy of the Company;
- ii. Employee Benefits and Allowances shall be paid as per the extant policy of the Company.

- iii. Medical Insurance for Health coverage, shall be applicable as per the extant policy of the Company.

## **G. HOW TO APPLY**

- i. Interested candidates may apply online on the career page of our website: [www.nabsamruddhi.in/careers](http://www.nabsamruddhi.in/careers).
- ii. Last date for receipt of applications: up to 16.00 hours on 13 May 2024.

## **H. GENERAL INFORMATION**

- i. Applicants will be shortlisted based on the eligibility criteria indicated above. Shortlisted candidates will be called for an interview, the traveling cost for which will have to be borne by the candidate only.
- ii. If any declaration given or information furnished by you to the company is found to be false or if you are found to have willfully suppressed any material information at any point in time, your candidature/services will be terminated immediately without any notice or payment in lieu thereof.
- iii. NABSAMRUDDHI reserves the right to call only the requisite number of candidates for the interview after preliminary screening/shortlisting with reference to the candidate's qualifications, suitability, experience, etc. Mere satisfaction with the eligibility criteria does not entitle a candidate to be called for the interview.
- iv. Applications received after the due date and time shall not be entertained and will be summarily rejected. No further correspondence will be entertained in this regard.
- v. NABSAMRUDDHI reserves the right to cancel the recruitment for the captioned post without assigning any reason thereof.

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