

JOIN US TO SHAPE TOMORROW'S FINANCE

India Exim Finserve,
a wholly owned subsidiary of India Exim Bank,
invites applications from talented candidates.

Senior Vice President
Vice President
Assistant Vice President
Admin Officer

SCHEDULE OF EVENTS:

Application opens: 15.12.2023

Last day for application: 31.12.2023

Tentative month of interview: January 2024*





RECRUITMENT OF OFFICERS ON CONTRACT

ADVERTISEMENT NO: Exim Finserve / OC / 2023 - 01

ONLINE REGISTRATION OF APPLICATION:

FROM 15.12.2023 TO 31.12.2023

India Exim Finserve IFSC Private Limited (Exim Finserve) is a wholly owned subsidiary of Export-Import Bank of India (Exim Bank). Exim Bank, is an Export Credit Agency, wholly owned by Government of India (GOI) with a mission to facilitate Indian trade and investment and support partner countries' development priorities as a financially, socially, and environmentally responsible institution. Exim Bank's vision is globalisation of Indian businesses and empowering growth of partner countries.

Exim Finserve, a finance company, under the IFSCA (Finance Company) Regulations, 2021, specialises in working capital solutions through the Factoring product. To onboard talented and competent manpower for various functions of the organisation, Exim Finserve solicits application from deserving candidates. Details of the positions and eligibility thereof are given in subsequent pages.

Eligible candidates may apply online through the link below:

<http://www.applyonlineeximfinserv.com/>

No other means / mode of application will be accepted. Please read this advertisement carefully and ensure your eligibility before submitting the application.

Schedule of events:

Application opens	15.12.2023
Last day for application	31.12.2023
Tentative month of interview*	January 2024

* Exact date will be advised through email to the shortlisted candidates.

General Instructions:

- a) Before applying, candidates are requested to ensure that they fulfil the eligibility criteria for the post as on the date of eligibility.
- b) Exim Finserve will evaluate the applications received and only shortlisted candidates will be called for interview. Candidates are advised to check the website www.eximfinserve.in for details and updates.
- c) Exim Finserve reserves the right to reject any/all the applications/offers at any stage without assigning any reason whatsoever in the interest of Exim Finserve.

Selection Process: The vacancies are tentative according to the manpower requirements of Exim Finserve. Selection will be through screening and shortlisting of applications, followed by personal interview.

Eligibility

All eligibility [age, educational qualification, post qualification work experience etc.] shall be computed as on **November 30, 2023.**

Note:

Remuneration will be offered based on candidate's qualifications, experience, overall suitability, last drawn salary of the candidate and market trends. Salary shall not be a limiting factor for suitable candidates.

The place of posting will be at GIFT City, Gandhinagar.

RECRUITMENT OF OFFICERS ON CONTRACT (OC)

Sr. No	Positions	Age (as on November 30, 2023)	Essential Academic Qualifications	Experience and Job Responsibilities [Min years of relevant experience required as on November 30, 2023]
1.	Senior Vice President (Head - Credit) (01 post)	Max: 55 Years	MBA / PGDBA, with specialisation in Finance / Accounting from a recognised University / Institution OR Chartered Accountants (CA) from The Institute of Chartered Accountants of India (ICAI).	Candidates having experience in the BFSI sector with at least 15 years of post-qualification experience. Key Skills Required / Responsibilities to be handled: <ul style="list-style-type: none">• Knowledge of credit and risk management function of the factoring business including operational risks• Designing and managing key risk processes• Formulation of Credit policy, implementation and its management• Credit assessment, legal documentation and compliance.

				<ul style="list-style-type: none"> Monitoring trends in the client portfolio and manage risks Periodical reviews / monitoring of counterparties Systematically track and report on any risk events. Knowledge and functional experience of KYC, AML, CIBIL etc. <p>Candidates with experience in Factoring will be given preference.</p>
2.	Senior Vice President (Head - Operations) (01 post)	Max: 55 Years	MBA/PGDBA, with specialisation in Finance from a recognised University	<p>Candidates having experience in the BFSI sector with at least 15 years of post-qualification experience.</p> <p>Key Skills Required / Responsibilities to be handled:</p> <ul style="list-style-type: none"> Manage the day-to-day operational activities for Factoring Creating and updating Operations Procedure Manual

				<ul style="list-style-type: none"> • Limit maintenance and charge creation • Experience of handling customers • Compliance with the FCI Rules for International Factoring • Compliance with all statutory bodies as applicable for Factoring • Collection activities - monitor, follow-up and control the overdues. • Insurance assessment, mapping, monitoring and compliance. <p>Candidates should have an experience in Factoring for at least 5 years.</p>
3.	Vice President - Credit (01 post)	Max: 45 Years	MBA/PGDBA, with specialisation in Finance/Accounting from a recognised University / Institution or Chartered Accountants (CA) from The Institute of Chartered	<p>Candidates having experience in the BFSI sector with at least 8 years of post-qualification experience.</p> <p>Key Skills Required / Responsibilities to be handled:</p>

			Accountants of India (ICAI).	<ul style="list-style-type: none"> • Credit and risk management functions of the factoring business including operational risks • Managing key risk processes • Formulation of Credit policy, implementation and its management • Credit assessment, legal documentation and compliance. • Monitoring trends in the client portfolio and manage risks • Periodical reviews / monitoring of counterparties • Systematically track and report on any risk events. • Knowledge and functional experience of KYC, AML, CIBIL etc. <p>Candidates with experience in Factoring will be given preference.</p>
4.	Assistant Vice President - Credit	Max: 35 Years	MBA/PGDBA/Graduation, with specialisation in	Candidates having experience in the BFSI

	(02 post)		Finance/Accounting from a recognised University	<p>sector with at least 2 years of post-qualification experience.</p> <p>Key Skills Required / Responsibilities to be handled:</p> <ul style="list-style-type: none"> • Initiating contact with Exporters / Importers / Correspondent Factors. • Credit assessment, legal documentation and compliance. • Monitoring portfolio for early warning signs • Regular Overdue Follow-up & reminder to Clients, Debtors and Correspondent Factors • Invoice verification & fraud mitigation <p>Candidates with experience in Factoring will be given preference.</p>
5	Assistant Vice President - Finance (01 post)	Max: 35 Years	MBA/PGDBA/Graduation, with specialisation in Finance/Accounting	Candidates having experience in the BFSI sector with at least 2

			from a recognised University	<p>years of post-qualification experience:</p> <p>Key Skills Required / Responsibilities to be handled:</p> <ul style="list-style-type: none"> • Knowledge of finance and accounting policies, procedures and practices in international accounting standards. • Preparation and submission of financial statements including profitability statements and Annual Report. • Overseeing the auditing function and completion of the Audit. • Knowledge of SWIFT, RTGS/NEFT <p>Candidates with experience in Factoring will be given preference.</p>
6	Admin Officer – (Admin / HR) (01 post)	Max: 35 Years	Graduation from a recognised University	<p>Key Skills Required</p> <ul style="list-style-type: none"> • Proficiency in English language – both written and verbal.

				<ul style="list-style-type: none"> • Knowledge of GST – TDS. • Accounting knowledge. • Working knowledge of various computer applications. • Regular Overdue Follow-up & reminder for various vendor payments. • Desirable – Knowledge of Tally. • Knowledge of day-to-day Administration and HR activities will be preferred. <p>Candidates with experience in BFSI sector will be given preference.</p>
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- Vacancies indicated above are tentative and subject to change without notice. Actual intake would depend on business requirements of Exim Finserve. No representation in this regard will be entertained.
- Candidates should possess excellent communication skills and should be proficient in the use of computers and information technology.
- Candidates from Universities / Institutes awarding degrees based on ratings/grades other than numerical marks (i.e. CGPA/ GPA/ any other form), please note that if the equivalent aggregate percentage of marks is not mentioned in the mark sheet/certificate, candidates are required to furnish a letter from the head of the Institute / Controller of Examination of the University, stating clearly, the methodology of conversion of the grades into percentage (conversion formula) and the numerical marks equivalent to their rating/grades. The university / institute should be recognised/approved by Government/AICTE/UGC.

- The contract of engagement would initially be for a period of 3 years and will be extendable by 2 years, based on satisfactory performance.
- The performance of the selected candidates shall be evaluated on half yearly / yearly basis on pre-decided parameters.
- The selection process will comprise of screening of applications, followed by personal interview of shortlisted candidates. The date and time of the interview will be advised to the shortlisted candidates later. However, Exim Finserve may consider modifying the selection process at its own discretion.
- No correspondence will be entertained from any ineligible and non-selected candidate. In all matters regarding eligibility, the selection process, the stages at which the scrutiny of eligibility is to be undertaken, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards in the selection process, number of vacancies, communication of results, etc., Exim Finserve's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- Depending upon the requirement and suitability of the candidates, Exim Finserve reserves the right to cancel / restrict / curtail / enlarge the recruitment process including the number of vacancies, if need so arises, without any further notice and without assigning any reason therefor.

In case of any queries please connect with us at info@eximfinserve.in.