



## **NATIONAL INSTITUTE OF BANK MANAGEMENT, PUNE**

### **Invites Applications for Placement & Compliance Officer**

NIBM is the apex Institution for research, training and consultancy in banking and finance located at Kondhwe Khurd, Pune. The Institute provides advanced training in Banking and Finance to Officers/Executives of Banks and conducts Research in Banking and Finance. NIBM also conducts a Two Year Post-Graduate Diploma in Management (Banking and Financial Services) which is recognized by the AICTE. The Institute offers Online Certification courses in few specialised areas for working professionals in Banks/ Financial Institutions etc.

NIBM invites applications from suitable candidates for the position of Placement & Compliance Officer

- Job Title** : Placement & Compliance Officer
- Age** : Preferably between 21-28 years – can be relaxed in case of exceptional, deserving candidates with commensurate exposure
- Tenure** : Appointments will be offered on contract basis for two years, extendable subject to satisfactory review.
- Remuneration** : An all-inclusive consolidated monthly pay of Rs. 45,000/-  
Higher pay may be considered for exceptionally qualified and experienced candidate.

#### **Educational Qualifications and Experience:**

The candidate should be a minimum First Class or equivalent at the post-graduate degree with a very good academic record throughout. Formal qualification in Marketing and Public Relations will be highly desirable. Excellent communication both in written and spoken English is essential.

For Bankers, graduates, not below the level of AGM or equivalent will be eligible.

**Key Responsibilities (indicative and not exhaustive):**

- Corporate communication/networking for relationship building with public/private sector banks and other recruiters.
- Developing and maintaining database of prospective recruiters of PGDM students.
- Coordinating activities of Students' Placement Committee for both internship and final placement.
- Developing, coordinating and maintaining database of Industry Expert Guest Faculty database of PGDM and Executive Training Programmes.
- To monitor and comply with all AICTE requirements including renewal of the recognition.
- To take up initiatives for AIU, NBA and AACSB and other accreditations.

**Other Terms & Conditions:**

- The eligibility qualifications, experience and age will be reckoned as on the last date prescribed for receipt of applications. Relaxations and concessions in eligibility, if any, will be at the sole discretion of NIBM.
- The appointment will be made on the recommendation of a duly constituted Selection Committee. The applications received in response to the advertisement will be scrutinized and the shortlisted candidates only will be called for interview
- Merely fulfilling the requirements given in the advertisement will not automatically entitle any candidate to be called for interview.

Interested candidates may send their applications, with full particulars to:

**The Director  
National Institute of Bank Management  
Kondhwe Khurd  
Pune 411 048**

Soft copy of the Applications are to be sent on the e-mail-id [app.pco@nibmindia.org](mailto:app.pco@nibmindia.org).

**The last date for receipt of applications is April 4, 2018.**

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