



NATIONAL INSTITUTE OF BANK MANAGEMENT

Advertisement for the position of Sr. Placement 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.

NIBM invites application from suitable candidates for the position of Senior Placement Officer.

Job Title:	Sr. Placement Officer
Location:	National Institute of Bank Management, Pune
Age:	35 - 45 years relaxable for deserving candidates with commensurate exposure
Tenure:	Appointments will be offered on contract basis for 2 years. On completion of the contract period an evaluation of the performance will be done to ascertain the suitability of the candidate to offer regular position at NIBM.
Pay & Other Benefits	An all-inclusive consolidated monthly pay of Rs. 80,000/- during initial contract period of two years. Higher pay may be considered for exceptionally qualified and experienced candidate. Other benefits are admissible as per the Institute's rules for employees on contract.

Educational Qualification

- (a) First Class or equivalent at the post-graduate degree with a very good academic record throughout. For bankers, graduates, not below the level of AGM or equivalent
- (b) Formal qualification in Marketing and Public Relations will be highly desirable.
- (c) Excellent communication both in written and spoken English is essential.

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.

Experience

Past experience of about five years in similar position from management institutions/B-Schools where PGDM courses are conducted will be preferred.

Ex-bankers with required qualifications and relevant experience will also be preferred.

Other Terms & Conditions:

- (i) The eligibility qualifications, experience and age will be reckoned as on the date of application. Relaxations and concessions in eligibility, if any, will be at the sole discretion of NIBM.
- (ii) 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. Outstation candidates attending the interview shall be paid AC III Tier train fare by the shortest route on production of tickets.
- (iii) Merely fulfilling the requirements given in the advertisement will not automatically entitle any candidate to be called for interview.

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

**The Director,
National Institute of Bank Management,
Kondhwe Khurd,
Pune-411048.**

Those who applied for the position earlier need not apply. Only shortlisted candidates will be intimated. Soft copy of the application to be sent on the email-id app.pco@nibmindia.org.

