

RECRUITMENT OF
'CHIEF FINANCIAL OFFICER' ON CONTRACTUAL BASIS

Position	Chief Financial Officer
Who can apply	Anyone (including Punjab National Bank employees) fulfilling the eligibility criteria may apply.
Age	Minimum Age – 45 and Maximum Age - 55 (As on 01.10.2020)
Educational Qualification	Qualified Chartered Accountant
Experience	<p><u>Mandatory experience:</u></p> <p>Fifteen years in overseeing financial operations, preferably accounting and taxation matters, in banks/large corporate /PSUs/ FIs/financial services organizations, of which 10 years should be in Banks/FIs (of which five years should be at senior management level).</p> <p><u>Desirable experience:</u></p> <ul style="list-style-type: none"> • In depth knowledge of corporate financial law • Excellent knowledge of data analysis and forecasting methods • Ability to strategize and solve problems • Strong leadership and organizational skills • Excellent communication and people skills • An analytical mind, comfortable with numbers
Term	On a fixed contractual term of three years, extendable by one year at a time, subject to a maximum term of five years.
CTC offered	At market linked compensation fixed by the Bank's Board. Compensation shall not be a limiting factor for the right candidate and will be on case to case basis.
Leave	12 days Casual Leave (Out of which, not more than 4 days leave can be availed at a stretch) and 15 days privilege leave in a calendar year with prior approval of Direct Reporting Authority.
No. of Position	1 (One)
Location of Posting	Delhi. However the candidate may be deputed to work anywhere else as deemed necessary.
Direct Reporting	Executive Director in charge of Finance

<p>Roles and responsibilities of the Chief Risk Officer</p>	<p>Finance strategy and forecasting:</p> <ul style="list-style-type: none"> • Drive the Bank's financial planning • Control and evaluate the Bank's fundraising plans and capital structure • Ensure cash flow is appropriate for the Bank's operations • Supervise and manage team of all finance personnel. <p>Controllership duties:</p> <ul style="list-style-type: none"> • Presenting and reporting accurate and timely financial information (both Solo and Group) while following SEBI and RBI Compliances related to Financial Reporting • Oversee Statutory Audit function in the Bank and ensure timely completion of the Audit. • Reporting to Audit Results as per SEBI requirement • Optimization of Tax Liability of the Bank • GST and TDS Compliance • Developing and maintaining accounting systems as per the Accounting Standards and RBI Guidelines • Ensuring the timely completion and submission of financial and Statistical reporting for management and regulatory agencies. • Informing and advising Top management on the organization's financial condition • Implementation of IFRS/IND AS in Bank • Implementation & Compliance of FATCA/CRS & Country by Country reporting • Supporting Group companies in compliance with the accounting & tax requirements as per local regulators • Set up and oversee the Bank's finance IT system • Development and maintenance of a business continuity plan <p>Any other assignment as given by higher authorities from time to time. Above roles & responsibilities are illustrative and not exhaustive.</p>
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<p>HOW TO APPLY</p>	<p>Eligible candidates may submit application in the prescribed format which is available on the bank's website www.pnbindia.in – link (recruitment). The duly completed application should reach us latest by 23-10-2020. No application shall be entertained beyond the stipulated date. Incomplete applications will be rejected. Hard copy of the application along with all the relevant self attested supporting documents be sent by registered/speed post in a sealed envelope super scribing: “Application for the post of Chief Financial Officer (CFO)” be submitted to :</p> <p>“General Manager-HRMD Punjab National Bank Human Resource Management Division 1st floor, West Wing, Corporate Office Sector 10, Dwarka NEW DELHI -110075”</p> <p>Application fee is Rs. 1000/- payable by way of Draft drawn on any Nationalized/scheduled Bank drawn in favor of “Punjab National Bank- Recruitment of CFO” and payable at New Delhi.</p>
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