



NABKISAN Finance Ltd

(A subsidiary of NABARD)

www.nabkisan.org

NABKISAN Finance Limited (NKFL), a subsidiary of NABARD is registered as Non-Banking Finance Company (NBFC) with a balance sheet size of more than Rs. 1200 Crore. NKFL is involved in providing financial assistance in the form of loans for agriculture and other rural projects to various categories of borrowers including individuals, societies, NBFCs, MFIs, producer companies, corporates, others etc. It is also a leader in lending to Farmers' Producer Organisations (FPOs).

NKFL is looking for recruitment for the post of Manager, Human Resources (HR) (*No. of posts - 1, Mumbai*)

The primary duties and responsibilities of Manager – HR would be:

- Implementation of HR policy in NABKISAN
- Carrying out the periodic recruitment process
- Fixing up of the pay and emoluments structure for permanent and contractual staff of NABKISAN
- Preparing monthly salary and perks statements
- Maintenance of leave records and disciplinary records
- Preparing incentive structure for the contractual employees and calculation of incentives
- All HR related issues including dealing with statutory provisions and compliances.
- Additional items of work, if any, assigned by NABKISAN from time to time.

<i>Educational Qualification:</i>	Post Graduate Degree/Diploma in HR
Experience	Relevant Experience of minimum 3 years in HR
OTHER CRITERIA	Maximum age limit is 40 years Proficiency in using tools such as MS Office and other computer related functions for day-to-day functioning Proficiency in reading, writing and speaking English and Hindi
D. PLACE OF POSTING	The place of posting for the present will be Mumbai.

	However, depending on administrative requirement of NABKISAN candidate may be placed anywhere in the country in future.
<i>Remuneration</i>	Consolidated pay of Rs. 50,630/- per month plus allowance towards telephone along with other benefits such as PF, Gratuity and Medical insurance to employee and dependent family members up to Rs. 3 lakh per annum
<i>Contract Period:</i>	Initial contract is for a period of two years, which can be extended based on performance review.

Interested candidates may send their CVs with supporting documents to careers@nabkisan.org

Last date of receipt of applications is 15 April 2021.