

**INSURANCE REGULATORY AND DEVELOPMENT AUTHORITY OF INDIA**

**Survey No. 115/1, Financial District, Nanakramguda, Hyderabad - 500 032.**

**(Tel .No. (040) 20204000)**

**Appointment of Officers on Deputation from eligible officers working in  
Financial Sector Regulators, Government, PSU Insurance Companies  
and PSU Banks**

**Ref: HR/Deputation/04/2023**

**Date: 21-04-2023**

1. Insurance Regulatory and Development Authority of India (IRDAI) is a statutory body formed under an Act of the Parliament.
2. The Authority proposes to fill up the following vacancies as Officers on Special Duty (OSD) through deputation of Officers from Financial Sector Regulators, Government, PSU Insurance Companies and PSU Banks.
3. The details of the vacancies are given below:

S. No	Details	Manager in Grade B	Assistant General Manager in Grade C	Deputy General Manager in Grade D
1	SCALE OF PAY (in Rs.)	55200-2850(9)- 80850-EB-2850(2)- 86550-3300(4)- 99750 (16 years)	77950-2850(3)- 86500-3100(2)- 92700-3300(4)- 105900-EB-3300(2)- 112500-3550(1)- 116050 (13 years)	110050-3550(2)- 117150-3700(5)- 135650-3900(1)- 139550 (9 years)
2	TOTAL NO. OF VACANCIES	15	10	5
3	AGE	Maximum age not to exceed	<b>38</b>	<b>55</b>

The eligible Officers may submit their applications in the prescribed format through proper channel only, i.e., through their cadre controlling authority so as to reach the undersigned on or **before 5.30 pm on 05-05-2023.**

**Chief General Manager (GA & HR)  
Insurance Regulatory and Development Authority of India  
Survey No. 115/1, Financial District, Nanakramguda,  
Hyderabad - 500 032, Telangana.**

4. Details of eligibility and other conditions are to be fulfilled as on the last date of receipt of applications, i.e. 05-05-2023.

## **5. Eligibility Conditions:**

### **A. Minimum Academic Qualification for the post of Manager**

- i. Graduation with 60% marks and pass in ten (10) papers of the Institute of Actuaries of India as per 2019 curriculum; or
- ii. Graduation with 60% marks and ACA/ACS/AICWA/CFA; or
- iii. Post Graduation in Statistics with 60% marks [M.Stat, M.Sc (Stat) or equivalent] ; or
- iv. B.Tech (IT/CSE) or MCA or M. Tech or M.S in IT with 60% marks; or
- v. Graduate with 60% marks and FIII or equivalent; or
- vi. Graduation with 60% marks and L.L.M with 60% marks.

### **B. Minimum Academic Qualification for the post of Assistant General Manager and Deputy General Manager**

- i. Graduation with 60% marks and Fellow of the Institute of Actuaries of India; or
- ii. Graduation with 60% marks and FCA/FICWA/FCS/FCA; or
- iii. Post Graduation in Statistics with 60% marks [M.Stat, M.Sc (Stat) or equivalent] ; or
- iv. B.Tech (IT/CSE) or MCA or M. Tech or M.S in IT with 60% marks; or
- v. Post Graduation with 60% marks and FIII or equivalent; or
- vi. Graduation with 60% marks and LL.M with 60% marks.

### **C. Grade or Scale of Officers eligible and Experience**

#### **I. Deputy General Manager:**

- i. Financial Sector Regulators: Officers in Grade D or one level below with 5 years of experience in that scale.
- ii. PSU Insurance companies: Scale V or one level below with minimum 5 years of experience in that scale.
- iii. PSU Banks: Officers in the analogous pay band mentioned in scales of pay or one level below with minimum 5 years of experience in that scale.
- iv. Government: Officers holding analogous post in the pay band mentioned in scales of pay.
- v. Experience: 15 years as an Officer.

## **II. Assistant General Manager:**

- i. Financial Sector Regulators: Officers in Grade C or one level below with 5 years of experience in that scale.
- ii. PSU Insurance companies: Scale IV or one level below with minimum 5 years of experience in that scale.
- iii. PSU Banks: Officers in the analogous pay band mentioned in scales of pay or one level below with minimum 5 years of experience in that scale.
- iv. Government: Officers holding analogous post in the pay band mentioned in scales of pay.
- v. Experience: 12 years as an Officer.

## **III. Manager**

- i. Financial Sector Regulators: Officers in Grade B or one level below with 5 years of experience in that scale.
- ii. PSU Insurance companies: Scale III or one level below with minimum 5 years of experience in that scale.
- iii. PSU Banks: Officers in the analogous pay band mentioned in scales of pay or one level below with minimum 5 years of experience in that scale.
- iv. Government: Officers holding analogous post in the pay band mentioned in scales of pay.
- v. Experience: 8 years as an Officer.

## **6. General conditions:**

- 6.1.** The Officers applying for any of the above posts should be holding an equivalent post given above with similar responsibilities and duties in Financial Sector Regulators, Government, PSU Insurance Companies or PSU Banks wherever applicable.
- 6.2.** Applications in the **prescribed format**, which is given at **Annexure A** shall reach on or before the last date of receipt of applications, ie. **on or before 5.30 pm on 05-05-2023**. An advance copy of the application may be sent which shall be considered only if the application is forwarded through proper channel along with copies of Annual Performance Appraisal Reports of the last three years and vigilance clearance and Integrity certificate.
- 6.3.** The Cadre Controlling Authority has to forward the applications of the interested

Officers whose services can be spared by the Cadre Controlling Authority duly filled up Part II of the application along with attested copies of ACRs/APARs of the Officer for the last three years, i.e. from 2019-20 to 2021-2022.

- 6.4.** Applications which are incomplete or not in the prescribed format or not received before the last date of receipt of application are liable to be summarily rejected. It is clarified that any form of conditional forwarding from the employer or applications received without certificate of employer as given in Part II of Annexure – A shall be summarily rejected.
- 6.5.** IRDAI does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of or for any reason beyond the control of IRDAI.
- 6.6.** The following documents, in original, should be shown for verification and self-attested photocopies, in support of the candidate's eligibility and identity are to be invariably submitted at the time of Interview, failing which the candidate may not be permitted to appear for Interview:  
Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authorities or SSLC/ Std. X Certificate with DOB mentioned therein), Photo Identify Proof, academic qualifications (mark sheets of all years/semesters and Degree/PG/Diploma/other certificates), proof of the experience mentioned in the application and any other relevant document in support of eligibility.
- 6.7.** Pay fixation and other terms of deputation to the extent not specified in the notification shall be governed by DoPT Rules including OM No. 6/8/2009-Estt. (Pay II) dated 17-06-2010 as amended from time to time.
- 6.8.** The period of deputation shall not exceed 3 (three) years. *The officers who have served IRDAI on deputation for one term will not be considered for second term.*
- 6.9.** Officers, who apply against the post notified, shall be considered for that post and scale of pay only.
- 6.10.** The officer on deputation shall be governed by the IRDAI Staff (Officers and Other Employees) Regulations, 2016 as amended from time to time and terms and conditions as laid down by IRDAI.
- 6.11.** An Officer appointed on deputation to IRDAI from other organizations, may elect to draw either the pay in the scale of pay of deputation post or scale of pay in the parent cadre plus deputation allowance thereon plus personal pay, if any, by exercising his/her option within 30 days from the date of joining IRDAI. In case the employee on deputation fails to submit the option within the aforesaid period, it

shall be deemed that the employee has opted for the pay in the scale of pay of deputation post in IRDAI and his/her pay shall be fixed accordingly. The option once exercised by an employee on deputation regarding the pay shall be final.

- 6.12.** When an Officer appointed on deputation to IRDAI from other organizations receives promotion/proforma-promotion or is appointed to non-functional selection grade or up-gradation of scale in the parent cadre, the Officer shall have the option of either continuing with the existing pay and allowances in the ex-cadre post till the end of deputation or seek repatriation to claim the benefits of promotion. The pay fixation and reconsideration of ex-cadre post for a higher ex-cadre post shall not be entertained due to promotion in the parent cadre.
- 6.13.** The permanent Officers of IRDAI and Officers presently on deputation cannot apply for higher ex-cadre post at IRDAI.
- 6.14.** The Officer on deputation shall not be considered for any foreign deputation and/or deputation to any organization within India.
- 6.15.** The Officer on deputation shall not be eligible for permanent absorption or promotion in IRDAI.
- 6.16.** The Cadre Controlling Authority is required to confirm requisite qualifications/experience for the post mentioned by the applicant in the filled in application form and ensure that he/she fulfils the eligibility criteria for the said post before forwarding his/her application.
- 6.17.** IRDAI reserves the right to either relax or raise any conditions of deputation as per administrative exigencies for any grade.
- 6.18.** IRDAI reserves the right to fill up less number of posts or not to fill up the posts at all.
- 6.19.** Canvassing or bringing any undue influence in any form will disqualify the candidate.
- 6.20.** Any candidate who knowingly or willfully furnishes incorrect or false particulars or suppressed material information, their candidature will be liable to be cancelled at any stage of the selection. If the candidate qualifies in the selection process and subsequently it is found that he/she does not fulfill the eligibility criteria, his/her candidature will be cancelled and if appointed, deputation would be terminated without any notice or compensation.
- 6.21.** The shortlisted candidates will be called for a personal interface/interview. IRDAI reserves the right to modify the selection procedure, if deemed fit.
- 6.22.** In all matters regarding eligibility, conduct of interview, assessment, prescribing

minimum qualifying standards in Interview in relation to number of vacancies and communication of result and other allied matters, IRDAI's decision shall be final and binding on the candidates and no correspondence or personal enquiries shall be entertained in this regard.

- 6.23.** Outstation candidates called for interview will be reimbursed single economy airfare/ actual II AC railway fare by the shortest route from the place of their residence/ place of working to the place of interview, subject to submission of necessary documentary evidence. Apart from these, there will be no other remuneration or payment.
- 6.24.** The selected officers can be posted or transferred to any of the offices of IRDAI.
- 6.25.** IRDAI reserves the right to cancel the Advertisement fully or partly on any grounds.
- 6.26.** Any legal proceedings in respect of any matter of claim or dispute arising out of this notification and / or an application in response thereto can be instituted only in Hyderabad and courts/ tribunals / forums at Hyderabad only shall have sole and exclusive jurisdiction to try any cause / dispute.
- 6.27.** All correspondence will be made through Email and Speed Post. Therefore, all the candidates are advised to provide correct e-mail address and check their e-mails regularly for any updates from IRDAI.
- 6.28. Corrigendum:** Please note that Corrigendum, if any, issued on the above advertisement, will be published only on the IRDAI's website.