

## ENGAGEMENT OF ACTUARIAL APPRENTICES

National Insurance Company Ltd., Kolkata is inviting applications for Actuarial Apprentices from aspiring students who are pursuing Actuarial studies to become Actuaries.

### APPRENTICESHIP CONDITIONS:

- ❖ Apprenticeship will be on contractual basis for a fixed period of two years.

### TOTAL NUMBER OF VACANCIES:

16 (Sixteen) (Reservations shall be applicable as per Government guidelines).

#### Category Wise Vacancies

Category	UR	SC	ST	OBC	EWS*	PwBD**
Vacancies	8	2	1	4	1	1(VI)

\* Economically Weaker Section (EWS) as per OM No. 36039/1/2019-Estt (Res) dated 31.01.2019

\*\* Person with Benchmark Disability as per OM No. 36012/1/2020-Estt (Res-II) dated 17.05.2022 (Horizontal vacancy)

### ELIGIBILITY CONDITIONS AS ON 1<sup>st</sup> September 2024:

#### ❖ Qualifications:

- 1) Graduation / Post Graduation from recognised university with at least 60% or more marks in aggregate (55% in case of SC/ST candidates).

**AND**

- 2) The candidate should have passed or have been exempted from at least 3 actuarial exams conducted by Institute of Actuaries of India (IAI) or Institute and Faculty of Actuaries, UK as per curriculum 2019.

- ❖ Age: Not more than 27 years as on 01.09.2023, relaxation up to 30 years for OBC and 32 years for SC/ST and 37 years for person with PwBD.

### MONTHLY STIPEND:

- ❖ 1st Year = Rs. 40,000 per month.
- ❖ 2nd Year = Rs. 45,000 per month.

### SERVICE CONDITIONS:

- ❖ The apprenticeship period shall be for a period of two years.
- ❖ The Apprentices need to pass a minimum of 2 (two) additional actuarial papers by the end of 2 years of apprenticeship period.
- ❖ The apprentice can be terminated immediately on unsatisfactory work performance.

Contd. Pg (2)

## NATIONAL INSURANCE COMPANY LIMITED

(A Govt. of India Undertaking)

CIN: U10200WB1906GOI001713

Registered & Head Office: Premises No. 18-0374, Plot no.CBD-81, New Town, Kolkata-700156.

### **ABSORPTION IN THE CADRE OF ADMINISTRATIVE OFFICER (SCALE-I):**

- ❖ On completion of the apprenticeship period, those apprentices having satisfactory work record and have passed minimum 5 subjects shall be considered for absorption in the cadre of Administrative Officer (Scale-I) as per other prevalent recruitment rules. Such absorbed officers shall be treated as fresh Direct Recruit Officer in Scale-I cadre on probation from their date of absorption.

### **METHOD OF SELECTION:**

- ❖ All eligible candidates will have to appear for Personal Interview, their selection will be based on their performance in the same.
- ❖ The qualifying marks in the Personal Interview will be decided by the Company.
- ❖ Modalities regarding Personal Interview will be informed to the candidates through Company's Website and/or regd. e-mail id in due course.
- ❖ Final selection of candidates will be subject to medical examination.
- ❖ Postings of selected candidates will be at Head Office, Kolkata.

### **GENERAL INFORMATION:**

- ❖ Company reserves the right to amend or alter any of the conditions mentioned above, reject any application/Candidature at any stage or cancel the Personal Interview and/or selection process at any stage without assigning any reason.
- ❖ The decision of the company in all matters regarding eligibility, & conduct of Personal Interview and selection would be final and binding on all candidates and no correspondence shall be entertained in this regard.

### **HOW TO APPLY:**

- ❖ Candidates should have a valid personal email id and Mobile Number to which Company may send any related information through email and/or mobile and the same should be kept active till the completion of the selection process.
- ❖ Candidates should visit the recruitment section of website of National Insurance Co. Ltd. for details <https://nationalinsurance.nic.co.in/en/recruitments>.
- ❖ Candidates should read carefully all the details given in the Advertisement.
- ❖ Interested candidates, after ensuring the fulfilment of eligibility criteria can download the Application Form, fill all the details in the file, affix the photo, sign as per specification and send the application to the following address:

THE CHIEF MANAGER  
PERSONNEL DEPARTMENT  
NATIONAL INSURANCE CO LTD  
HEAD OFFICE, PREMISES NO. 18-0374, PLOT NO.CBD-81, NEW TOWN, KOLKATA-700156.

\*\* Advance application (Scan Copy) is to be sent at [HO.Pers@nic.co.in](mailto:HO.Pers@nic.co.in).

**LAST DATE FOR RECEIVING APPLICATIONS:** 15th October, 2024

Sd /-  
(Chief Manager)  
Head Office, Personnel Department.

Place: Kolkata

**Date: 13<sup>th</sup> September, 2024**

Encl: Annexure-A: Application Form