



**NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT**

**Plot No, C-24, G Block, Bandra Kurla Complex**

**Bandra (E), Mumbai 400051**

**ADVERTISEMENT No. RECRUITMENT OF SPECIALISTS ON CONTRACT -2024-25**

NABARD is an all-India Apex Organization, wholly owned by Government of India and an equal opportunity employer. NABARD invites **only ONLINE** applications, in the prescribed format, from Indian citizens, having necessary qualification and experience, for engagement of 10 (ten) Specialists on contract basis at its Head Office, Mumbai. Candidates can apply **only ON-LINE** on NABARD website [www.nabard.org](http://www.nabard.org) **between 21.12.2024 to 05.01.2025.**

Before applying, candidates should **read all the instructions** carefully and ensure that they fulfill all the eligibility criteria for the post. NABARD would admit candidates on the basis of the information furnished in the ON-LINE application along with applicable requisite fee and shall verify their eligibility at the stage of interview / joining. If, at any stage, it is found that any information furnished in the ON-LINE application is false/ incorrect or if according to the Bank, the candidate does not satisfy the eligibility criteria for the post, his/ her candidature will be cancelled, and he/she will not be allowed to appear for the interview / joining.

Candidates are requested to apply **only ON-LINE** through Bank's website [www.nabard.org](http://www.nabard.org). No other mode of submission of application will be accepted by NABARD.

**Help Facility:** In case of any problem in filling up the form, payment of fee/intimation charges, complaints may be made at "Candidate Grievance Lodging and Redressal Mechanism" at <http://cgrrs.ibps.in/>. Do not forget to mention "NABARD – Recruitment to the post of Specialists on contract" in the subject of the email.

**Important Dates / Timelines**

<b>Online Application Registration and Payment of Online Fees/Intimation Charges</b>	<b>21.12.2024 to 05.01.2025</b>
<b>NABARD reserves the right to make change in the dates indicated above.</b>	



## I. NUMBER OF VACANCIES

Sr. No.	Post/Position	No. of vacancies
1	ETL Developer	01
2	Data Scientist	02
3	Senior Business Analyst	01
4	Business Analyst	01
5	UI/UX Developer	01
6	Specialist-Data Management	01
7	Project Manager- Application Management	01
8	Senior Analyst- Network / SDWAN Operations	01
9	Senior Analyst-Cyber Security Operations	01
<b>Total</b>		<b>10</b>

## II. ELIGIBILITY CRITERIA: Educational Qualification, Experience and Job Profile (as on 01 December 2024)

### i. ETL Developer

<b>Age</b>	25-40 years
<b>Qualification</b>	B.E/B. Tech or M. Tech or Equivalent qualification such as MCA <b>Preferred :</b> Certification in any ETL tool
<b>Experience</b>	<p><b>Essential:</b> Minimum 03 years' experience in IT sector/ banking/ Financial Institution, post basic educational qualification.</p> <p><b>Mandatory Skill Set:</b></p> <ol style="list-style-type: none"> <li>1. Relational database design</li> <li>2. Multidimensional database design</li> <li>3. SQL (DDL /DML/ DQL)</li> <li>4. Programming expertise on one of the following programming languages: Python, R</li> <li>5. ETL Pipeline creation, preferably in Talend or any other equivalent tool.</li> </ol> <p><b>Desired Skill Set</b></p> <ol style="list-style-type: none"> <li>1. Oracle 12C/ 19C, MS SQL, PostgreSQL</li> <li>2. Good knowledge in Unix/ Linux 5</li> <li>3. Project management skills.</li> <li>4. Good problem-solving, decision making, strategic thinking, negotiation, communication, and presentation skills.</li> <li>5. Understanding of data protection techniques like encryption, data masking and tokenization to safeguard sensitive data in transit and at rest.</li> <li>6. Exposure to application integration &amp; API Architecture and Restful design principles.</li> </ol>



<b>Job profile</b>	<ol style="list-style-type: none"> <li>1. Work on sophisticated data structures and problem solutions</li> <li>2. Interface and collaborate with stakeholders to document, review and finalize Requirements and other documentation.</li> <li>3. Develop ETL pipeline from scratch based on the Business Requirements</li> <li>4. Trouble shoot issues in Development and production.</li> <li>5. Decode existing ETL pipelines.</li> <li>6. Create Test Plans, Test Cases, execute and document testing.</li> <li>7. Understand the existing database structure and ETL design and sum-up with improvement.</li> <li>8. Evaluate the current architecture and recommend changes with a focus on modernization of data platform (Integration ETL, ELT, API/ ESB and Data Virtualization), and DWH, Data Lake technology stack from IMB/Teradata/SAP/Oracle, etc.</li> <li>9. Understand Data leakage prevention techniques and tools.</li> <li>10. Identify and mitigate issues and risks related to data quality, data security and privacy.</li> </ol> <p><b>Key Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Stakeholder interaction,</li> <li>• ETL process management,</li> <li>• Data modelling,</li> <li>• Data warehouse architecture,</li> <li>• ETL tools implementation and data pipeline development,</li> <li>• ETL testing and documentation.</li> </ul>
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## ii. Data Scientist

<b>Age</b>	25-40 years
<b>Qualification</b>	<p><b>Essential:</b> B.E./B. Tech or M. Tech/ MCA or Equivalent Degree with certification in Data Science/ Statistics/ Mathematics</p> <p><b>Professional / Preferred Qualification:</b> Certification in AI/ ML/ Natural Language Processing/ Web Crawling and Neural Networks</p>
<b>Experience</b>	<ol style="list-style-type: none"> <li>1. Minimum 03 years of (post basic educational qualification) experience in related field.</li> <li>2. Preference will be given to candidates with experience in financial sector/ banks/ NBFCs/ Insurance/ Investment firms.</li> <li>3. Experience in natural language processing, Web Crawling and Neural Networks</li> <li>4. Experience in projects with Machine learning/ Artificial Intelligence technologies.</li> <li>5. 2+ years' experience with programming languages frequently used in data science (R/ Python).</li> <li>6. Experience in Unix/ Linux.</li> <li>7. Experience in cloud-based application/ service development.</li> <li>8. 2+ years' experience in Relational Database or any NoSQL database including Graph databases.</li> <li>9. Excellent communication skills and ability to work as part of a multicultural product development team.</li> <li>10. End-to-end experience from data extraction to modelling and its validation.</li> <li>11. Experience of working in a project environment as a developer.</li> </ol>



	<p><b>Mandatory Skill Set:</b></p> <ol style="list-style-type: none"> <li>1. Expertise in Machine Learning technologies.</li> <li>2. Expertise in developing models using structured, semi-structured and unstructured data.</li> <li>3. Expertise in Analytical Databases like Vertica DB or similar platforms.</li> <li>4. Data Modelling and Data Intelligence/ Data Cataloguing skills with tools like Alation.</li> <li>5. SQL (DDL / DML / DQL)</li> </ol> <p><b>Desired Skill Set:</b></p> <ol style="list-style-type: none"> <li>1. Understand Data protection techniques like encryption, data masking and tokenization to safeguard sensitive data in transit and at rest.</li> <li>2. Experience in designing secure solutions architecture for Cloud platforms (private/ public/ Hybrid).</li> <li>3. Experience in Power BI or similar tools.</li> <li>4. Expertise in MS Excel data analytics.</li> <li>5. Expertise in usage and deployment of LLMs.</li> </ol>
<p><b>Job profile</b></p>	<ol style="list-style-type: none"> <li>1. Implement Machine learning/ Artificial Intelligence/ Natural Language Processing tools to improve the operational efficiency.</li> <li>2. Designing and implementation of big data scalable workflow systems using Big Data Technologies.</li> <li>3. Design, develop, and deliver new functionalities for the internal production platform and client delivery platforms. Collaborate with Product Management, Business, Quality Assurance, Data Operation, and IT Infrastructure teams to understand their requirements and develop solutions for such needs.</li> <li>4. Develop and establish relevant integration metrics (KPIs/ SLAs) to drive results.</li> <li>5. Involve and help in data reconciliation, storage (capacity planning), data governance, data quality, data cataloguing, lineage using different tools with AI/ ML capabilities.</li> <li>6. Interaction and coordination with internal and external stakeholders.</li> <li>7. Create, review and present Documentation and coordinate approvals.</li> </ol> <p><b>Key Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Be self-motivated, pro-active, and demonstrate an exceptional drive towards service delivery.</li> <li>2. Identify valuable data sources and automate collection/ collation processes.</li> <li>3. Undertake preprocessing of structured and unstructured data.</li> <li>4. Analyze information to discover trends and patterns.</li> <li>5. Use AI/ ML techniques to improve the quality of data or product offerings.</li> <li>6. Find patterns and trends in datasets to uncover insights.</li> <li>7. Create algorithms and data models to forecast outcomes.</li> <li>8. Combine models through ensemble modelling.</li> </ol>



### iii. Senior Business Analyst

<b>Age</b>	25-40 years
<b>Qualification</b>	<ol style="list-style-type: none"> <li>1. Graduate in any discipline. Graduates in accounting, finance, economics, mathematics, statistics, IT, etc. would be preferred.</li> <li>2. Proficiency in MS Office is a must. Certification is desirable.</li> <li>3. Certification in Power BI/ Python/ R/ SQL and other comparable tools and programmes is desirable.</li> </ol>
<b>Experience</b>	<ol style="list-style-type: none"> <li>1. Minimum 03 years of (post basic educational qualification) experience as a BA in an IT firm/ BFSI organization.</li> <li>2. Preference will be given to candidates with experience in financial sector/ banks/ NBFCs/ Insurance/ Investment firms.</li> <li>3. Experience in understanding business requirements and converting them into forms/ formats, validations, business rules, workflows, wire frames, etc.</li> <li>4. Coordinating with tech teams and business stakeholders to get the BRDs and business processes developed and implement them.</li> </ol> <p><b>Mandatory Skill Set:</b></p> <ol style="list-style-type: none"> <li>1. Requirements Analysis.</li> <li>2. Business Process Management/ Business Process Re-engineering/ Business Impact Analysis.</li> <li>3. Collaborative design of User Interface and Process/ Workflow with tools like Figma, Visio, etc.</li> <li>4. Creation, execution and tracking of Test Strategy, Test Planning and Test Cases and follow up with stakeholders.</li> <li>5. Expertise in MS Excel and other analytical tools for developing dashboards and generating reports/ MIS.</li> </ol>
<b>Job profile</b>	<ol style="list-style-type: none"> <li>1. Communicate with users across the Organization to understand requirements and convert them into Business Requirement Documents.</li> <li>2. Trouble shoot issues in Development and production.</li> <li>3. Understand the existing applications and suggest design and functionality modifications and additions to make them more user friendly.</li> <li>4. Design new functionalities for the internal production platforms and client delivery platforms.</li> <li>5. Evaluate existing applications and recommend changes/ Business Process Re-engineering with a focus on modernization/ Digital Transformation.</li> <li>6. Identify and mitigate issues related to data quality, data security and data privacy.</li> </ol> <p><b>Key Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Collaborate with different departments and other stakeholders to understand their requirements; create, review and coordinate approvals of Business Requirement and other Documents.</li> <li>2. Design forms/ formats, validations, business rules, workflows, wire frames, etc. to develop them in the appropriate internal production systems.</li> <li>3. Coordinate with the technical teams to design, develop, and deliver these functionalities for internal/ external production platforms and client delivery platforms.</li> <li>4. Create Test Strategy, Test Plans and Test Cases.</li> <li>5. Coordinate, track and perform testing of applications.</li> </ol>



#### iv. Business Analyst

<b>Age</b>	24-35 years
<b>Qualification</b>	<ol style="list-style-type: none"> <li>1. Graduate in any discipline. Graduates in accounting, finance, economics, mathematics, statistics, IT, etc. would be preferred.</li> <li>2. Proficiency in MS Office is a must.</li> </ol>
<b>Experience</b>	<ol style="list-style-type: none"> <li>1. Minimum 02 years of (post basic educational qualification) experience as a BA in an IT firm/ BFSI organization.</li> <li>2. Preference will be given to candidates with experience in financial sector/ banks/ NBFCs/ Insurance/ Investment firms.</li> <li>3. Experience in understanding business requirements and converting them into forms/ formats, validations, business rules, workflows, wire frames, etc.</li> <li>4. Coordinating with tech teams and business stakeholders to get the BRDs and business processes developed and implement them.</li> </ol> <p><b>Mandatory Skill Set:</b></p> <ol style="list-style-type: none"> <li>1. Requirements Analysis.</li> <li>2. Business Process Management/ Business Process Re-engineering/ Business Impact Analysis.</li> <li>3. Collaborative design of User Interface and Process/ Workflow with tools like Figma, Visio, etc.</li> <li>4. Creation, execution and tracking of Test Strategy, Test Planning and Test Cases and follow up with stakeholders.</li> <li>5. Expertise in MS Excel and other analytical tools for developing dashboards and generating reports/ MIS.</li> </ol>
<b>Job profile</b>	<ol style="list-style-type: none"> <li>1. Communicate with users across the Organisation to understand requirements and convert them into Business Requirement Documents.</li> <li>2. Trouble shoot issues in Development and production.</li> <li>3. Understand the existing applications and suggest design and functionality modifications and additions to make them more user friendly.</li> <li>4. Design new functionalities for the internal production platforms and client delivery platforms.</li> <li>5. Evaluate existing applications and recommend changes/ Business Process Re-engineering with a focus on modernization/ Digital Transformation.</li> <li>6. Identify and mitigate issues related to data quality, data security and data privacy.</li> </ol> <p><b>Key Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Collaborate with different departments and other stakeholders to understand their requirements; create review and coordinate approvals of Business Requirement and other Documents.</li> <li>2. Design forms/ formats, validations, business rules, workflows, wire frames, etc. to develop them in the appropriate internal production systems.</li> <li>3. Coordinate with the technical teams to design, develop, and deliver these functionalities for internal/ external production platforms and client delivery platforms.</li> <li>4. Create Test Strategy, Test Plans and Test Cases.</li> <li>5. Coordinate, track and perform testing of applications.</li> </ol>



## v. UI /UX Developer

<b>Age</b>	25-35 years
<b>Qualification</b>	<ol style="list-style-type: none"> <li>1. Graduate in any discipline. Graduates in accounting, finance, economics, mathematics, statistics, IT, etc. would be preferred.</li> <li>2. Proficiency in MS Office is a must. Certification is desirable.</li> </ol>
<b>Experience</b>	<p>Minimum 3 years' experience in IT Firm/ Financial Institution, post the basic qualification.</p> <p><b>Mandatory Skill Set:</b></p> <ol style="list-style-type: none"> <li>1. HTML 5</li> <li>2. CSS</li> <li>3. Javascript</li> <li>4. Responsive UI design &amp; development using frameworks like Angular, Bootstrap, etc.</li> <li>5. Visual Studio/ Code or similar IDEs</li> <li>6. Adobe Photoshop/ Illustrator.</li> </ol> <p><b>Desired Skill Set:</b></p> <ol style="list-style-type: none"> <li>1. Usage of version control tool platform like Git.</li> <li>2. Usage of wireframing and designing tools like Figma, Visio, etc.</li> <li>3. React JS</li> <li>4. SQL (DQL/ DML)</li> </ol>
<b>Job profile</b>	<ol style="list-style-type: none"> <li>1. Understand existing data and business</li> <li>2. Use and apply analytical tools for developing dashboards for generating reports/MIS etc.</li> <li>3. Planning and implementing new designs for a UI</li> <li>4. Should have testing experience and understand information architecture</li> <li>5. Should understand data interpretation</li> <li>6. Developing static designs of a portal for development and designing purposes</li> <li>7. Proper research to understand the user's need</li> <li>8. Designs and implements graphic user interfaces elements like tabs, menus, and widgets</li> <li>9. Gets user's feedback and conducts layout adjustments</li> <li>10. Should create and maintain digital assets like wireframes and interface design files</li> <li>11. Prepare rough drafts and present them to teams</li> <li>12. Build UI mockups to present the function of the website</li> </ol> <p><b>Key Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Collaborate with different departments and other stakeholders to understand their requirements; create, review and coordinate approvals of Business Requirement and other Documents.</li> <li>2. Design forms/ formats, validations, business rules, work flows, wire frames, etc. to develop them in the appropriate internal production systems.</li> <li>3. Coordinate with the technical teams to design, develop, and deliver these functionalities for internal/ external production platforms and client delivery platforms.</li> <li>4. Create Test Strategy, Test Plans and Test Cases.</li> <li>5. Coordinate, track and perform testing of applications.</li> </ol>



## vi. Specialist-Data Management

<b>Age</b>	25-40 years
<b>Qualification</b>	<p>Master in Social Work</p> <p><b>Additional Qualification:</b> MBA (Marketing/ Finance/ Social Entrepreneurship)</p>
<b>Experience</b>	<ol style="list-style-type: none"> <li>5-10 years of working experience in the field, with reputed NGOs/ CSRs, as project implementor/ Consultant/ Supervisor.</li> <li>Proven experience in impact assessments, analyzing social, economic, and environmental outcomes of various initiatives.</li> <li>Proven track record of successful implementation of various grant based/ CSR projects with desired output indicators (supported with MIS/ reports, etc).</li> <li>Excellent communication skills.</li> </ol> <p><b>Mandatory Skill Set:</b> Experience in Data Analytics/ MIS/ Dashboards &amp; Pivots in MS Excel.</p> <p><b>Desired Skill Set:</b></p> <ol style="list-style-type: none"> <li>Knowledge about functioning of CSR and non-profit organization.</li> <li>Knowledge of aligning developmental initiatives with ESG, SDG and broader development goals for sustainable and transformative change.</li> <li>Ability to prepare data wireframe framework from impact evaluation perspective.</li> <li>Should be updated on Environmental, Social, and Governance (ESG) principles, ensuring ethical and sustainable practices.</li> <li>Knowledge on United Nations Sustainable Development Goals (SDGs), Green Bond impact emphasizing the importance of global development objectives.</li> <li>Prepare policies, strategies for grant-based project implementation, capturing its impact assessment by designing various tools/ models/ MIS.</li> <li>Develop CSR Policy, strategy for program implementation, SOP.</li> <li>Functioning of NGOs and assessment of impact out of various grant-based projects with outcome and analysis.</li> <li>Development budget planning, its monitoring, review, and impact assessment</li> <li>Knowledge in thematic areas of development sectors like rural development, livelihood, education, health, environment etc.</li> </ol>
<b>Job profile</b>	<ol style="list-style-type: none"> <li>Review of existing development programmes- Conduct a comprehensive review of NABARD's development programmes, including their eligibility criteria, application process, evaluation mechanisms, disbursement procedures and monitoring frameworks. Provide recommendations for streamlining and enhancing these programs to ensure effective utilization of funds and achieve desired outcomes.</li> <li>MIS System Assessment – Evaluate NABARD's current Management Information System (MIS) used by various development departments for monitoring and tracking the progress of grant programs. Identify areas for improvements, such as data collection methods, reporting capabilities, data security and integration with other relevant systems. Propose recommendations for optimizing the MIS system to enhance data-driven decision-making and overall program management.</li> </ol>





	<ol style="list-style-type: none"> <li>3. Impact Assessment Indicators – Develop a set of impact assessment indicators that align with Environment, Social and Governance (ESG), Social Stock Exchange (SSE) particularly focusing on NABARD’s goals and objectives. These indicators should be measurable, relevant and capable of capturing social, economic and environmental impacts of grant programs. Provide guidance on methodologies and tools required to collect, analyze and report impact data effectively.</li> <li>4. Comprehensive Monitoring and Evaluation Framework – Design a comprehensive monitoring and evaluation framework for NABARD covering all development programmes projects.</li> <li>5. Present, department-wise clearly mapped out evaluation/ assessment/ measuring sheets for each development department with stress upon uniformity and ESG guidelines.</li> <li>6. Data Capturing Returns: Develop and design rigorous methodology for assessing the impact of grant-based projects considering specific objectives and social impact targets. Design data capturing returns for collection, collation and analysis of data related to grant- based projects, encompassing financial records, project outcomes and relevant performance indicators.</li> <li>7. Linking of captured data with the reporting formats to streamline the data collection process.</li> <li>8. Design and develop strategies and systems to generate reports/ MIS which allow for in- depth understanding of grant initiatives to review, modify, redesign products (analytical reports).</li> <li>9. Co-ordinate with software vendors for designing formats for returns/ MIS/ Reports pertaining to grant based projects.</li> <li>10. Co-ordinate with all departments to define their data needs and help them in on boarding their ESG compliance journey.</li> </ol>
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**vii. Project Manager- Application Management**

<b>Age</b>	35-55 years
<b>Qualification</b>	<p><b>Essential:</b> 4-year bachelor’s degree in computer science, Information Technology, Engineering</p> <p style="text-align: center;">OR</p> <p>3-Year bachelor’s degree plus post-graduate degree in Management, Information Technology or Computer Applications.</p> <p><b>Preferred:</b> Post-Graduate qualification in Management / Information Technology.</p> <p><b>Essential certifications:</b> Candidates should possess one of the following qualifications: • PMP or PRINCE2 or Scrum Master / Agile or equivalent Project Management certification.</p> <p><b>Preferred additional certifications:</b> Technology and Domain Specific Certifications</p>



<p><b>Experience</b></p>	<p><b>Essential:</b></p> <p>Minimum 7 years for graduates and 5 years for Postgraduates of increasingly rich experience in the following areas:</p> <ol style="list-style-type: none"> <li>End-to-end Software development life cycle</li> <li>Managing Application Development projects and Software Maintenance Projects with exposure to DevOps &amp; CI/CD</li> <li>Familiar with waterfall or Agile methodology at Enterprise Level</li> <li>Coding expertise in at least one Programming language</li> <li>Experience in working with tools like JIRA/ Confluence, etc.</li> <li>Skilled at MPP (or similar tools), Word and Excel</li> <li>Excellent verbal, written and team communication skills</li> <li>Experience in effort estimation and resource sizing &amp; allocation.</li> </ol> <p><b>Following experience/ qualities will be an added advantage.</b></p> <ul style="list-style-type: none"> <li>Exposure/knowledge of operations of Data Centre, network, Operating systems (Windows &amp; Unix), Firewall and Physical and logical security projects.</li> <li>Candidates from a Technology, ITES, Shared Service or Banking organization will be preferred.</li> <li>Candidates with DevSecOps experience will be preferred.</li> </ul>
<p><b>Job profile</b></p>	<ol style="list-style-type: none"> <li>Partner with stakeholders to define project scope, goals, deliverables and timelines</li> <li>Lead the efforts on preparing requirements development, business cases, estimations, Project Proposals and EOIR/RFPs</li> <li>Plan and facilitate provisioning of IT infrastructure services / support, including local area network, wide area network, servers, infrastructure software, desktop systems and related technologies</li> <li>Facilitate the definition of service levels and acceptance criteria for projects</li> <li>Develop, monitor and maintain project plans, goals, and budgets, Work with stakeholders to secure needed resources and resolve resource conflicts</li> <li>Identify and proactively manage changes in scope, budget and schedule to ensure that the business value of the project is still achieved</li> <li>Identify and mitigate risks, resolve / escalate issues and proactively take ownership for resolution</li> <li>Track milestones and deliverables and provide regular status reporting to all levels of stakeholders</li> <li>Manage projects with a blend of in-house and external resources (vendors and direct contractors)</li> <li>Plan, lead and facilitate project steercoms, governance meetings, project health checks, phase gate reviews, post project reviews and project level workshops</li> <li>Share lessons learned and best practices across projects, building relationships with stakeholders at all levels</li> <li>Provide IT PMO with lessons learned and best practices related inputs and Collaborate with IT PMO to implement standards, guidelines and perform other relevant activities</li> <li>Provide timely, candid and constructive performance feedback to direct reports</li> <li>Develop direct reports to their fullest potential and provide challenging opportunities that enhance their career growth</li> </ol>



	<p>15. Ensure all IT activities conform to IT security standards and all data and systems are properly protected</p> <p>16. Manage end-to-end cycle or part lifecycle and provide technical leadership of IT projects, from conception through deployment and support</p> <p>17. Provide inputs for contract renegotiation during contract renewal process</p> <p>18. Interface with Project Sponsors, ensure their support and ensure successful completion of projects</p> <p>19. Strictly follow IT and other policies of the Bank in all endeavours.</p>
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### viii. Senior Analyst Network / SDWAN Operations

<b>Age</b>	35- 55 years
<b>Qualification</b>	<p>Bachelor/Master of Engineering in Computer Science/ Information Engineering, ECE or any Engineering with required Network certifications</p> <p><b>Essential certifications:</b> Candidates should possess CCNA or equivalent certification</p> <p><b>Preferred additional certifications:</b> ITIL Foundation</p>
<b>Experience</b>	<p>Minimum experience of 5 years for graduates and 3 years for Postgraduates in the following areas;</p> <ol style="list-style-type: none"> <li>IT infrastructure with hands on and core experience in Network and Security Products.</li> <li>Exposure in implementing &amp; managing different network products like Cisco, Juniper, Fortinet, Palo Alto, and Checkpoint etc.</li> <li>Experience in handling various protocols and requirements like MPLS, BGP, OSPF, EIGRP, TCP/IP, 802.1x, Voice / Video, etc.</li> </ol> <p><b>Following experience/qualities will be preferred:</b></p> <p>Specific experience of SDWAN operations</p> <ul style="list-style-type: none"> <li>Understanding of various protocols, Intrusion Prevention systems, VPN, Wireless technologies.</li> <li>Excellent written and oral communications skills.</li> <li>Candidates from IT Services Industry, BFSI with multi-site management and field experience.</li> </ul>
<b>Job profile</b>	<ol style="list-style-type: none"> <li>Manage the network infrastructure comprising of MPLS, Leased lines, Routers, Switches, Firewalls, Intrusion prevention systems, Wireless network, VPN at Head Office and Regional Offices</li> <li>Manage the Network security requirements for the solutions and implement the same</li> <li>Implement necessary BCP and DR readiness solutions in the network area</li> <li>Manage the network operations, including metrics reporting</li> <li>Ensure the hardening of the network equipment &amp; security recommendations</li> <li>Defines processes, document and maintain Network architecture and diagrams</li> <li>Enable technical delivery of projects</li> <li>Develop metrics for reporting health of Network and report on regular basis to management</li> <li>Represent network in audits and compliance discussions and plan for comprehensive mitigation of audit observations</li> <li>Monitor and manage vendor relationships to ensure proactive and effective resolution of issues</li> <li>Pro-actively monitor, identify network issues / problems based on incidents</li> </ol>



	<p>or performance, analyze, track and implement solutions</p> <p>12. Implementation of fixes, workarounds, upgrades and patches on devices based on external alerts and guidance from OEMs.</p>
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### ix. Senior Analyst-Cyber Security Operations

<b>Age</b>	35- 55 years
<b>Qualification</b>	<p>Minimum Graduate in the field of Computer Science / IT / Cyber Security. Post-Graduate preferred.</p> <p><b>Essential certifications:</b> Candidates should have one or more of the following add-on qualifications: Certified Information Security Auditor (CISA), Certified Information Systems Security Professional (CISSP), Certified Information Security Manager (CISM) or equivalent.</p> <p><b>Preferred additional certifications:</b> Additional cyber security certifications are desirable.</p>
<b>Experience</b>	<p>Minimum experience of 5 years for graduates and 3 years for Postgraduates of which minimum 2 years are in progressively rich Information / Cyber Security and Risk Management roles.</p> <ul style="list-style-type: none"> <li>• Experience in identifying, assessing, mitigating security threats and irregularities in real-time.</li> <li>• Experience in handling Cyber Security incidents in an organization with Root Cause Analysis, Review and recommendations.</li> <li>• Should have led teams with experience in various IT domains like, Firewall, Web proxy, antivirus, etc.</li> <li>• Experience in Security gap analysis and proposing recommendations for procurement including scope of work, technical specification, plan of deployment, etc.</li> <li>• Knowledge of various cyber investigation tools/ process are essential.</li> <li>• Implemented, managed or used Cyber Security policies, procedures, solutions and industry practices.</li> <li>• Managed / conducted / participated in IS / Cyber Security audits / VAPTs, assisted in data preparation, review and identified vulnerabilities.</li> </ul> <p><b>Following experience / attributes would be preferred:</b></p> <ul style="list-style-type: none"> <li>• Knowledge on RBI circulars and other statutory / regulatory guidelines.</li> <li>• Knowledge of Scripting with Python or similar languages.</li> <li>• Knowledge of ticketing or workflow platforms.</li> <li>• Structured project management experience in deploying security-related initiatives.</li> <li>• Candidates presently employed in an organisation in Technology, ITES, Shared Services or Banking domain.</li> </ul>
<b>Job profile</b>	<ol style="list-style-type: none"> <li>1. Responsible for protecting the Banks IT Infrastructure from cyber threats</li> <li>2. Identify potential security risks, develop and implement security measures, and monitor the effectiveness of security systems</li> <li>3. Respond to and analyze different cyber incidents, offering actionable course of action to prevent similar attacks in the future</li> <li>4. Implementing and manage endpoint encryption solution to secure data on laptops and desktops</li> <li>5. Developing and implementing organization wide best practices for IT security</li> </ol>



	6. Interpretation of logs generated out of firewalls, proxies, SIEM, antivirus, etc. and recommending suitable course of action. 7. Understanding of various tools like SDWAN, WEBPROXY, WAF, NAC etc. and their capabilities. 8. Proactively engage with stakeholders, build strong relationships with the management of business and auditors, to facilitate vulnerability discovery and remediation efforts. 9. Perform security risk assessments that support business requirements, and recommend mitigations and countermeasures to address risks, vulnerabilities and cyber threats 10. Participate in application security assessments. 11. Participate as part of a close team of technical specialists on coordinated responses and subsequent remediation of security incidents. 12. Conduct Forensic examination of digital and other evidence and analyze the incidents for forensic investigations using Forensic Tools (Commercial and Open-source tools). 13. Assist in development and implementation of cyber security policies, procedures, and standards based on National standards, industry best practices, and compliance requirements. 14. Participation in preparation of various MIS related to cyber security.
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### III Selection Process

- 1) The selection will be by way of interview. The candidates will be shortlisted for interview in the ratio of 1:3 on the basis of qualification, experience, etc.
- 2) Selected candidates will have to undergo pre-recruitment medical examination. Final appointment will be done only to those candidates who are declared medically fit by Bank's Medical Officer.
- 3) The Bank reserves the right to increase/ decrease the number of post/s or cancel the above contract recruitment in part or full as per institutional requirement without assigning any reason. The roll numbers of candidates shortlisted for interview & subsequent selection shall be published on Bank's website viz. [www.nabard.org](http://www.nabard.org). The decision of the Bank in shortlisting candidates for interview & selecting them for appointment based on minimum qualifying standard shall be final and no correspondence will be entertained in this regard.

**The final appointment will be based on the decision of the Selection Committee constituted for the purpose.**

### IV. APPLICATION FEE (NON-REFUNDABLE)

Application fee (exclusive of applicable GST) for the post will be as under:

**(Amount in Rs.)**

Category of applicant	Application Fee	Intimation charges etc.	Total
For SC/ ST/ PWBD	NIL	150	150*
For all others	700	150	850*

\* Exclusive of applicable GST



## V. Compensation, Period of contract and other benefits:

### a. Compensation

Sr No	Post	Consolidated Remuneration (Rs. per annum.)-All inclusive
1	ETL Developer	Rs.12-18 lakh
2	Data Scientist	Rs.18-24 lakh
3	Senior Business Analyst	Rs.12-15 lakh
4	Business Analyst	Rs.06-09 lakh
5	UI/UX Developer	Rs.12-18 lakh
6	Specialist-Data Management	Rs.12-15 lakh
7	Project Manager-Application Management	Rs.36/- lakh
8	Senior Analyst-Network/ SDWAN Operations	Rs.30/-lakh
9	Senior Analyst- Cyber Security Operations	Rs.30/- lakh

The Specialist on contract will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source. The amount of compensation being cost to NABARD, will be inclusive of any statutory payments that NABARD may be required to pay on behalf of the Specialist on contract. Annual increment up to a maximum of 10% can be granted based on satisfactory performance and discretion of the Bank.

### b. Period of contract

02 years from the date of appointment extendable for a further period of 03 years. The engagement would be extended after taking a review one year at a time and in any case will not be beyond 05 years. The Bank may terminate the contract at any time without prior notice and without providing any reason thereof. However, in normal course, NABARD may terminate the engagement by giving one month's notice in advance. The Specialist can also seek termination of the contract by giving one month's notice.

In case the notice period is not being served, the Specialist has to pay a sum equivalent to pay for the period of notice required of him /her.

Notwithstanding the above, NABARD retains the right to modify the terms of the recruitment, suspend or terminate the engagement with any Specialist, without assigning any reason thereof.

### c. Superannuation Benefits

The Specialists shall not be entitled to any superannuation benefits viz., Provident Fund, Pension, Gratuity, etc.

### d. Travelling / Halting Allowance

Whenever official tour is required, the Specialist will be entitled for Travelling & Halting Allowance as admissible to the officers in the Bank of equivalent grade for official tours outside the headquarters or as mentioned in the appointment letter.

### e. Leave

Maximum of 30 days per calendar year during the contract period, on a proportionate basis.

**f. Reporting:** The Specialist will report to an officer of higher grade in the department as decided by OIC.

### g. Office Facilities

- (i) NABARD will provide Office Space, Internet Connectivity, and other support facilities.



(ii) Lounge facilities as applicable to the officers of the Bank will be provided.

#### **h. Medical Facility :**

For self only, at the Dispensary of the Bank, wherever available.

#### **i. Legal Status**

Specialist shall be selected on contract basis and shall have no right / claim for placement in NABARD by the virtue of engagement of their services by the Bank.

Services of the staff on contract shall be governed by the code of conduct as applicable to Specialists / Consultants engaged on contract.

### **VI. How to apply:**

#### **Detailed Guidelines/Procedures for**

- a. Application Registration
- b. Payment of fees
- c. Document scan and upload

**Candidates can apply only online from 21.12.2024 to 05.01.2025 and no other mode of application will be accepted.**

#### **Important Points to be noted before registration.**

Before applying online, candidates should-

1. Scan their:
  - a. Photograph (4.5cm × 3.5cm)
  - b. Signature (with black ink)
  - c. Left thumb impression (on white paper with black or blue ink)
  - d. A handwritten declaration (on a white paper with black ink) (text given below)
  - e. Ensuring that all these scanned documents adhere to the required specifications as given in Annexure III to this Advertisement.
2. The left thumb impression should be properly scanned and not smudged. (If a candidate is not having left thumb, he/she may use his/ her right thumb for applying.)
3. The text for the handwritten declaration is as follows –  
“I, \_\_\_\_\_(Name of the candidate), hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required.”  
  
The above-mentioned handwritten declaration has to be in the candidate’s own hand writing and in English only. If it is written and uploaded by anybody else or in any other language, the application will be considered as invalid. (In the case of Visually Impaired candidates who cannot write may get the text of declaration typed and put their left-hand thumb impression below the typed declaration and upload the document as per specifications.)
4. Keep the necessary details/documents ready to make Online Payment of the requisite application fee/ intimation charges.
5. Have a valid personal email ID and mobile number, which should be kept active till the completion



of this Recruitment Process. Bank may send intimation to download call letters for the Examination etc. through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile number before applying on-line and must maintain that email account and mobile number.

**Application fees/ intimation charges (nonrefundable) payment of fee online: 21.12.2024 to 05.01.2025**

Bank Transaction charges for Online Payment of application fees/intimation charges will have to be borne by the candidate.

**A. Application Registration**

1. Candidates to visit the NABARD website – [www.nabard.org](http://www.nabard.org) and under Career Notices, click on the option "APPLY ONLINE" which will open a new screen.
2. To register application, choose the tab "Click here for New Registration" and enter Name, Contact details and Email-id. A Provisional Registration Number and Password will be generated by the system and displayed on the screen. Candidate should note down the Provisional Registration Number and Password. An Email & SMS indicating the Provisional Registration number and Password will also be sent.
3. In case any candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. **Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required.** Visually Impaired candidates should fill the application form carefully and verify/ get the details verified to ensure that the same are correct prior to final submission.
4. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the COMPLETE REGISTRATION BUTTON.
5. The Name of the candidate or his /her Father/ Husband etc. should be spelt correctly in the application as it appears in the Certificates/ Mark sheets/Identity proof. Any change/alteration found may disqualify the candidature.
6. Validate your details and save your application by clicking the 'Validate your details' and 'Save & Next' button.
7. Candidates can proceed to upload Photo & Signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature detailed under point "C".
8. Candidates can proceed to fill other details of the Application Form.
9. Click on the Preview Tab to preview and verify the entire application form before FINAL SUBMIT.
- 10. Modify details, if required, and click on 'COMPLETE REGISTRATION' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.**
11. Click on 'Payment' Tab and proceed for payment.
12. Click on 'Complete Registration' button.

**B. Payment of Fees**





## Online Mode

1. The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
2. The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
3. **After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE CHARGE**
4. On successful completion of the transaction, an e-Receipt will be generated.
5. Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their Provisional Registration Number and Password and repeat the process of payment.
6. Candidates are required to take a printout of the e-Receipt and online Application Form containing fee details. Please note that if the same cannot be generated, online transaction may not have been successful.
7. For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your bank will convert to your local currency based on prevailing exchange rates.
8. To ensure the security of your data, please close the browser window once your transaction is completed.
9. There is facility to print application form containing fee details after payment of fees.

## C. Guidelines for scanning and Upload of Documents

Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph, signature, left thumb impression and the hand written declaration as per the specifications given below.

### Photograph Image: (4.5cm × 3.5cm)

- Photograph must be a recent passport style colour picture.
- Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
- Look straight at the camera with a relaxed face
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- If you have to use flash, ensure there's no "red-eye"
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 20kb–50 kb
- While scanning the photograph ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, colours, etc.



## **Signature, left thumb impression and hand-written declaration Image:**

### **Signature**

- The applicant has to sign on white paper with Black Ink pen.
- Dimensions 140 x 60 pixels (preferred)
- Size of file should be between 10kb – 20kb for signature and 20kb - 50kb for left thumb impression.
- Ensure that the size of the scanned image is not more than 20kb

### **Left Thumb**

- The applicant has to put his left thumb impression on a white paper with black or blue ink.
- File type: jpg / jpeg
- Dimensions: 240 x 240 pixels in 200 DPI (Preferred for required quality) i.e 3 cm \* 3 cm (Width \* Height)
- File Size: 20 KB – 50 KB

### **Hand written declaration**

- The applicant has to write the declaration in English clearly on a white paper with black ink.
- File type: jpg / jpeg
- Dimensions: 800 x 400 pixels in 200 DPI (Preferred for required quality) i.e 10 cm \* 5 cm (Width \* Height)
- File Size: 50 KB – 100 KB
- The signature, left thumb impression and the hand written declaration should be of the applicant and not by any other person.
- Hand written declaration in CAPITAL LETTERS shall NOT be accepted.

### **Scanning the documents:**

- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- Set Colour to True Colour
- File Size as specified above
- Crop the image in the scanner to the edge of the photograph/signature/ left thumb impression / handwritten declaration, then use the upload editor to crop the image to the final size (as specified above).
- The image file should be JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.
- Candidates using MS Windows/MS Office can easily obtain documents in .jpeg format by using MS Paint or MS Office Picture Manager. Scanned documents in any format can be saved in .jpg / .jpeg format by using 'Save As' option in the File menu. Size can be adjusted by using crop and then resize option.

### **Procedure for uploading the documents**

- While filling in the Online Application Form the candidate will be provided with separate links for uploading Photograph, signature, left thumb impression and hand written declaration
- Click on the respective link "Upload Photograph / signature / Upload left thumb impression / hand



written declaration”

- Browse and Select the location where the Scanned Photograph / signature / left thumb impression / hand written declaration file has been saved.
- Select the file by clicking on it
- Click the ‘Open/Upload’
- If the file size and format are not as prescribed, an error message will be displayed.
- Preview of the uploaded image will help to see the quality of the image. In case of unclear / smudged, the same may be re-uploaded to the expected clarity /quality.
- Your Online Application will not be registered unless you upload your Photograph, signature, left thumb impression and hand written declaration as specified.

**Note:**

1. In case the face in the photograph or signature or left thumb impression or the hand written declaration is unclear / smudged then the candidate’s application may be rejected.
2. After uploading the Photograph / signature / left thumb impression / hand written declaration in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature or left thumb impression or the hand written declaration is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature or left thumb impression or the hand written declaration, prior to submitting the form.
3. Candidate should also ensure that photo is uploaded at the place of photo and signature at the place of signature. If photo in place of photo and signature in place of signature is not uploaded properly, candidate will not be allowed to appear for the interview.
4. Candidate must ensure that Photo to be uploaded is of required size and the face should be clearly visible.
5. If the photo is not uploaded at the place of Photo Admission for Examination will be rejected/denied. Candidate him/herself will be responsible for the same.
6. Candidates should ensure that the signature uploaded is clearly visible
7. After registering online candidates are advised to take a printout of their system generated online application forms.

**D. Action against candidates found guilty of misconduct/ use of unfair means.**

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of interview or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

- (i) using unfair means or
- (ii) impersonating or procuring impersonation by any person or
- (iii) resorting to any irregular or improper means in connection with his/ her candidature or
- (iv) obtaining support for his/ her candidature by unfair means.

**General Instructions**

a. Depending upon the requirement, the Bank reserves the right to



increase/decrease/modify/cancel/restrict/curtail/enlarge any or all the provisions of the vacancy/ the recruitment process, if need so arises, without any further notice and without assigning any reason therefore.

- b. The Specialist shall have no right or claim for regular employment in the organization.
- c. No correspondence will be entertained from any ineligible and non-selected candidate. In all matters regarding eligibility, the selection process, the stages at which the scrutiny of eligibility is to be undertaken, documents have to be produced for the selection process, assessment, prescribing minimum qualifying standards in the selection process, number of vacancies, communication of results, etc., the Bank's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- d. Applicants serving in Government/Quasi Government Offices, Public Sector Undertaking including Nationalized Banks and Financial Institutions will be required to submit 'No Objection Certificate' from the employer at the time of interview, failing which their candidature may **not** be considered.
- e. Before appointment in the Bank, a proper relieving letter, indicating date of relief and a mention that no dues are pending against the employee, from the previous/present employer(s) will have to be produced by the applicant.
- f. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Mumbai, and courts/ tribunals/ forums at Mumbai only shall have sole & exclusive jurisdiction to try any clause/ dispute.
- g. Any notice/communication meant for the candidates displayed on the Bank's website, sent by Registered/Speed Posts, or conveyed to the email id mentioned in the application at the time of registration with the Bank, shall be deemed to be sufficient service of communication upon the candidate, for all purposes.

**Note:**

**In case of any corrigendum issued on the above advertisement and further announcements, it will be published only on Bank's website [www.nabard.org](http://www.nabard.org).**

**IMPORTANT DATES**

<b>Online Application Registration and Payment of Online Fees/ Intimation Charges.</b>	<b>21.12.2024 to 05.01.2025</b>
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**Mumbai**  
**Date: 21 December 2024**

**Chief General Manager**  
**HRMD, HO Mumbai**

