



Foreign Exchange Dealers' Association of India

(Self-Regulatory Organisation for all Authorised Dealers)

173, Maker Tower
'F', Cuffe Parade,
Mumbai - 400 005.

Tel.: 2218 2549 /
2218 4432

E-mail: mail@fedai.org.in
Website: <https://fedai.org.in>

Circular Letter No.04/2026

02 April 2026

To All Members

Recruitment for the post of Vice President in FEDAI

FEDAI, as a Self-Regulatory Organisation (SRO) for Authorised Dealers, is required to align its governance and operations with prescribed regulatory standards and effectively discharge its expanded responsibilities. In this context, FEDAI proposes to strengthen its organisational capacity through the recruitment of a Vice President.

Position Summary

FEDAI seeks a seasoned banking professional at the Vice President (VP) level to lead key functions, including supervisory responsibilities, FEMA regulation and compliance, advisory services, and stakeholder engagement with regulators and members. The role requires strong strategic orientation, regulatory expertise, and leadership capabilities to ensure institutional excellence and compliance integrity.

Eligibility Criteria

- Graduate/Postgraduate degree, with CAIIB or equivalent international certifications.
- Minimum 15 years of experience in banking with strong domain expertise in FEMA/Forex Compliance, Trade Finance, International Banking Operations, Foreign Exchange, and Treasury Operations. Candidate should currently be in Scale IV or above in an AD Bank.
- Age shall not be more than 60 years as on 30th April 2026
- Proven leadership in regulatory frameworks and governance, with excellent communication, analytical, and advisory skills.

Terms of Employment

- Selection will be merit-based, with appointment at VP level (Scale V equivalent). Contractual role with 6-month probation and confirmation based on performance. Extendable up to age 63 years.
- Salary aligned to Senior Management Grade Scale V of a PSU bank (IBA settlements).
- Posting in Mumbai at FEDAI office, Cuffe Parade, Mumbai.

Application Process

Key Responsibilities and Application Format are enclosed. Interested candidates may apply in prescribed format. Last date for application 30 April 2026. Only shortlisted candidates will be contacted.

Members are requested to circulate this notice.

Chief Executive Officer

Key Responsibilities / Key Performance Areas – Vice President (FEDAI)

1. SRO Governance & Regulatory Oversight

- Lead and oversee FEDAI's responsibilities as a Self-Regulatory Organisation (SRO) under the RBI's Omnibus Framework, including governance structures, codes of conduct, and policy formulation.
 - Ensure adherence to regulatory expectations through robust compliance, monitoring, and reporting mechanisms.
 - Prepare and present periodic reports, policy submissions, and supervisory updates to the Managing Committee/Board and the Reserve Bank of India.
 - Anticipate regulatory developments and drive proactive policy responses and compliance strategies.
 - Coordinate with legal advisors on Articles of Association, Rules, and Regulations to ensure alignment with SRO requirements.
-

2. Regulatory Engagement & Stakeholder Management

- Represent FEDAI in engagements with RBI, government authorities, and domestic/international regulatory and industry bodies.
 - Act as a key interface between regulators and member institutions on policy, compliance, and market development matters.
 - Build and strengthen relationships with stakeholders across the financial ecosystem.
 - Lead FEDAI's branding, communication, and outreach initiatives to enhance its visibility and credibility as an SRO.
-

3. FEMA Policy, Compliance & Market Development

- Monitor and interpret developments under FEMA, RBI regulations, and related forex/trade finance frameworks.
 - Drive policy discussions and technical deliberations through FEDAI forums such as the Managing Committee, Technical Advisory Committee, and Educational Committee.
 - Ensure timely dissemination of regulatory updates and promote uniform market practices among members.
 - Contribute to the development of a robust, transparent, and efficient foreign exchange market.
-

4. FEMA Advisory & Member Support

- Provide expert advisory support to member banks and stakeholders on FEMA and forex-related matters.
 - Draft and issue operational guidance including circulars, FAQs, clarifications, and best practice notes.
 - Liaise with RBI and other authorities for interpretational clarity and policy advocacy on behalf of members.
-

5. Training, Capacity Building & Knowledge Leadership

- Design and oversee training programmes on FEMA, forex markets, trade finance, and regulatory compliance.
 - Develop structured learning modules, case studies, certification programmes, and workshops.
 - Promote knowledge dissemination and capability building across member institutions and the broader financial ecosystem.
-

6. Institutional Governance & Administration

- Oversee FEDAI's office administration, ensuring operational efficiency, transparency, and adherence to governance standards.
- Supervise documentation, record-keeping, and regulatory filings in line with SRO expectations.
- Support the Managing Committee and sub-committees through agenda setting, minutes, and tracking of action points.
- Mentor and develop FEDAI staff, fostering a culture of accountability, professionalism, and continuous improvement.

Overall Expectation

- Provide strategic leadership in positioning FEDAI as a credible, forward-looking SRO, balancing regulatory oversight with member facilitation and market development.
-

Application Format

FOREIGN EXCHANGE DEALERS' ASSOCIATION OF INDIA (FEDAI) Application for the Post of Vice President

(Please affix recent passport size photograph)

To

The Deputy Chief Executive Officer
Foreign Exchange Dealers' Association of India
173, Maker Tower 'F', Cuffe Parade
Mumbai – 400 005.

Subject: Application for the Post of Vice President

Personal Details

Full Name	
Address	
Email ID	
Contact Number	
Date of Birth	
PAN	
Aadhaar Number	

Professional Details

Present / Last Employer (Name & Address)	
Current Designation	
Total Work Experience (Years)	

Educational Qualifications (From HSC onwards)

S.No.	Year	Course/Degree	Institution	Subject	Marks (%)	Remarks
-------	------	---------------	-------------	---------	-----------	---------

Professional Experience (From first employment onwards)

S.No.	Period	Organisation	Designation	Key Responsibilities
-------	--------	--------------	-------------	----------------------

Relevant Experience & Competencies

Additional Information (any relevant achievements, leadership roles, or experience that may support your candidature for shortlisting)

Declaration

I hereby declare that the information provided above is true and correct to the best of my knowledge and belief. I further confirm that I meet the eligibility criteria for the post, based on the key parameters specified.

Signature: _____

Place: _____

Date: _____

Note: Submission of supporting documents, including educational certificates and experience testimonials, is not required at the application stage. These will be sought only from shortlisted candidates at a later stage.