



Foreign Exchange Dealers' Association of India

(Registered Under Section 25 of the Companies Act, 1956)

CIN:U67190MH1988NPL047993

173, Maker Tower
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Reuters: IN/FEDAI

Circular Letter No.07/2018

17th April 2018

To All Member Banks

Dear Sir,

Recruitment of Deputy Chief Executive

At the Managing Committee meetings held on 12th April 2018 the matter of recruitment of Deputy Chief Executive was discussed. It was decided to invite application for the post of Deputy Chief Executive.

The eligibility criteria, terms and job profile, as approved by the Managing Committee are given below:

Eligibility

- i) From Senior Bank Officials (working and recently retired) with 15 years experience in commercial banking out of which at least 10 years in a senior position in foreign exchange and International Banking Departments of a large size commercial bank. Work experience in the Indian forex market would be an added advantage.
- ii) Age: Below 60 years. Can be relaxed in deserving cases depending on overall Banking experience and forex / trade finance in particular the experience in any particular area.

Terms

- i) Appointment will be on a contractual basis for a period of 3 years or 65 years of age, whichever is earlier, subject to extension(s) based on review of performance.
- ii) Salary and allowances generally as applicable to Top Management Scale VI (Deputy General Manager) of Public Sector Banks. Higher starting pay / grade may be considered for deserving candidates.
- iii) Expected date of joining: should be able to join within a reasonable period.

Job Profile

Assist Chief Executive in development and smooth functioning of market through closer coordination with member banks, regulatory agencies, other market bodies.

Manage day to day operations including administration, budgeting, auditing and reporting.

Supervision of legal and regulatory documents filing, ensuring compliance with company laws and regulations

Contributes towards capacity building and training of employees of member banks

Member banks are requested to circulate this amongst their employees. Interested employees may send their application along with their Bio-Data (in the prescribed form as enclosed) and one recent coloured photograph, **to our office latest by 4th May 2018**. The applications that do not fulfil eligibility criteria will not be entertained.

Envelope should mention on the left hand top as "Application for Deputy Chief Executive" and sent to the following address: An advance copy of the Bio-Data can be sent on email ID ce@fedai.org.in

The Chairman
FEDAI
173, Maker Tower 'F', 17th Floor, Cuffe Parade, MUMBAI – 400 005.

Thanking you,

Yours faithfully,

Chief Executive

PHOTOGRAPH

BIO – DATA

Name	
Present Address	
Email ID	
Mobile Number	
Date of Birth	
Educational Qualifications	
Work experience (with name of Bank)	
Present Position in the Bank	
Experience	<u>OPERATIONAL</u>
	<u>TRAINING</u>
	<u>OTHERS, IF ANY</u>

SIGNATURE

MUMBAI

Dated : _____