

INSURANCE INFORMATION BUREAU OF INDIA
Hyderabad

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RECRUITMENT OF PROFESSIONALS ON CONTRACT/ DEPUTATION BASIS

Insurance Information Bureau of India (IIB) is an independent body promoted by **Insurance Regulatory and Development Authority (IRDA)** to facilitate the efficient functioning of Insurance markets as well as protection of the interests of policy holders by organising data collection, analysis and dissemination of decision supporting information. IIB collects data predominantly from Non Life sector in Lines of Business like Fire, Motor and Health and is also now entrusted with the activities of the Mortality and Morbidity Investigations. The Bureau is endeavouring to emerge as a world class analytics organisation leveraging expertise in Data, Domain and Technology. In order to further its expanse of activities IIB would like to employ on contract / deputation basis:

Sl. No	Name of the post	No. of Positions
I	Head, Motor	01
II	Analyst - Property/ Engineering /Marine/ Miscellaneous/	01
III	Analyst - Health	01

Officers working in Non Life Insurance/ Reinsurance companies /Actuarial organizations with computer skills and analytics experience are eligible to apply, subject to fulfilling the criteria specified against each position.

I. Head, Motor: Eligibility criteria

1. Experience:
 - a) Should have preferably worked in Property/ Health/ Motor Tech Department of Regional office or H.O of a General Insurance Company.
 - b) Experience in client servicing offices and Auto In-house Inspections will be an added advantage.
 - c) Combined experience of 8 years or more
 - d) Must be IT savvy, able to use statistical applications.
2. Minimum Academic Qualifications:
 - a) Graduate from a reputed university and preferably an Associate of Insurance Institute of India.
3. Current level of officers eligible: PSU Insurers - Scale IV with five years experience to Scale V Officers or equivalent in private sector.
4. Should have demonstrable leadership qualities especially team building and project management skills.

II. Analyst - Property/ Engineering /Marine/ Miscellaneous : Eligibility criteria

1. Experience :
 - a) Should have worked in Underwriting/ Claims section of a Divisional office/ Regional Office in Property(Fire & or Engineering Department)/ Marine/ Miscellaneous Departments for three years.
2. Minimum academic qualifications:
 - a) Graduate from a reputed University and Associate of Insurance Institute of India or equivalent (or) passes in 5 subjects of Institute of Actuaries of India.
3. Current level of officers eligible PSU Insurers : Scale II to Scale IV officers up to five years of experience.

III. Analyst -Health : Eligibility criteria

1. Experience:
 - a) Should have worked in Underwriting/ Claims section of a Divisional office/ Regional Office in Health Department for three years.
2. Minimum academic qualifications:
 - a) Graduate and Associate of Insurance Institute of India or equivalent OR passes in 5 subjects of Institute of Actuaries of India.
3. Current level of officers eligible PSU Insurers : Scale II to Scale IV officers up to five years of experience.

Other rules & regulations applicable to all positions:

1. All the above positions are on a contract basis for a period of three years. (Subject to outstanding performance, the contract term may be extended for further periods). The performance will be reviewed every six months during the period of contract. The contract may be terminated by giving one month notice.
2. An attractive compensation on a CTC basis would be offered to all the selected candidates. Remuneration shall not be a constraint for the right candidate.
3. All the positions are currently based in Hyderabad.
4. Candidates can also take up the positions advertised while on a Sabbatical from their respective organisation, subject to their parent organisation issuing a 'no-objection' to the candidate to take up the assignment, if selected by IIB.
5. In the case of outstanding candidates with longer experience in the specific above-mentioned areas, the Bureau may consider relaxing educational qualifications.
6. The selected candidates will be working at IIB and can look forward to highly satisfying and rewarding work.

7. Candidates should have excellent academic record, good communication skills, and a sincere commitment towards implementing the best in technology for the analytics for Insurance sector.
8. Candidates should satisfy themselves about their eligibility for the post applied for. Mere fulfilment of eligibility does not guarantee short listing for Selection Process.
9. Candidates should not enclose any certificates or copies thereof with the application. The candidature will be considered on the strength of the information declared in the Covering Letter and CV. If at any stage, it is found that any information furnished in the CV / Covering Letter is false / incorrect or if according to the Bureau, the candidate does not satisfy the eligibility criteria, his candidature/appointment is liable to be cancelled /terminated at any point in time. The Bureau reserves the right to ask for any additional information at any time for clarifying on information given in the CV/Covering letter.
10. All educational qualifications must have been obtained from recognized universities/institutions in India or abroad. If grades are awarded instead of marks, candidates should clearly indicate their numerical equivalent.
11. Candidates employed in Public Sector Insurance Companies/ Organisations can apply in advance by email, but should get a no-objection certificate at the time reporting if selected. Candidates applying for consideration on sabbatical also need to get a no-objection certificate at the time of reporting, if selected.
12. The Bureau reserves the right to screen and call only such candidates as are found prima-facie suitable for being considered by the Selection Committee. The Bureau also reserves the right to restrict the candidates called for to the selection process to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed herein and the requirements of the Bureau. Thus, just fulfilling the prescribed conditions would not entitle one to be called for the Selection Process.
13. The Bureau reserves the right to fill or not to fill any or all the posts or fill additional posts advertised depending upon the suitability of available candidates. The Bureau at its discretion may relax the minimum requirements in case of outstanding candidates.
14. In all matters regarding Eligibility, Compensation, Contract Term, Selection Process, Assessment, prescribing Minimum Qualifying Standards in Selection Process, and Communication of Result, the Bureau's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
15. No correspondence will be entertained from candidates regarding postal delays, conduct & result of selection process and reasons for not being called for the selection process.
16. Interested candidates may forward a Covering Letter clearly indicating the position applied for, a detailed Curriculum Vitae and a brief write-up of about 500 words on why s/he fits the specific position applied for and the contribution s/he can make if selected, in a single e-mail, to the email id given below. The applications have to be sent not later than 18th September, 2014.

17. Applications have to be sent by email only and no hard copies sent by post / courier will be entertained.

Sl. No	Name of the post	e-mail id
I	Head, Motor	ceo@iib.gov.in
II	Analyst - Property/ Engineering /Marine/ Miscellaneous/	
III	Analyst - Health	