RECRUITMENT OF ASSISTANT GENERAL MANAGER – INFORMATION TECHNOLOGY (IT), MANAGER – NETWORKING AND MANAGER – SYSTEM ADMINISTATOR

Can Fin Homes Ltd.,a leading Housing Finance Company (Sponsored by Canara Bank) having 144 branches and 33 Satellite Offices spread across various locations in the Country, invites applications from eligible candidates for the posts of ;

1) Assistant General Manager – Information Technology (IT)
2) Manager – Networking
3) Manager – System Administrator

Candidates are advised to read the advertisement carefully and ensure their eligibility before submitting the online application.

The details of number of vacancies and other requirements are provided in the annexure to this notification.

PROBATION&SERVICE BOND

A) The selected candidates in the cadre of "Manager" will be on probation for a period one year from the date of joiningwhich, if required, may be extendable to another one year. On satisfactory completion of probation, services will be confirmed as per CFHL Staff Service Regulations, amended from time to time.

B) The candidates applying for the above posts are advised to note that if selected, they will be required to execute a "Service Bond" of Rs. 5 lakhs for the post of AGM- IT and Rs.2 lakhs for the post of Manager –Networking & System Administrator with a surety for serving the Company at least for a period of 3 years. In the event of his /her resignation from the post before this period, the AGM / Manager will be required to indemnity and refund the bond amount to the Company.

SUBMISSION OF ONLINE APPLICATION:

Candidates are once again requested to read the contents of the advertisement and ensure their eligibility before applying.

The candidates are required to apply online by clicking on the link**http://www.canfinhomes.com/job**

The guidelines for filling the on-line application are as follows:

- All candidates should havea valid mobile number / personal mail ID for login.
- Candidates should register their mobile number through the link provided above.
- On registration of mobile number through the above link, OTP number will be generated and through the OTP number, the candidate can accessthe on-line application
- Candidates are required to upload their photographs and signature.
- An online application, which is incomplete in all respectsand uploaded in the online application link will not be considered as valid.
- Candidates should carefully fill in the details in the On-line application at the appropriate places and click on the "SUBMIT" button; candidates are advised to verify every field, dulyfilled- in, in the online application.
- Once the application is filled in completely, candidate should submit the data by clicking the submit button.
- The e-mail id of the candidate should be kept functional till completion of the recruitment process. All communications will be sent to the candidates in their e-mail id only.

After completion of on-line registration, take system generated print-out of Registered On-line Application for submission of the same at the time of interview along with other documents / certificates.

Candidates need not send any print out of Application,documents, etc. by post or other means. However, if shortlisted for interview, candidates will have to submit the print out of the online application along with other documents / certificates at the time of interview.

Last Date for submission of application - On or before <u>22/09/17 by 5 PM</u>.

<u>**SELECTION PROCEDURE**</u>:

The selection of candidates shall be by way of short-listing of the applications received for each post. It will be followed by personal interview. Due weightage will be given to the candidate's <u>academic qualification and post qualification work experience etc</u>.

The availability of number of vacancies is at the sole discretion of Management. Depending upon the number of vacancies, Company reserves the right to shortlist requisite number of candidates and only those shortlisted candidates will be called for Interview.

a) The names of shortlisted candidates for interview will be published in the Company's website www.canfinhomes.com. The details of venue, time & date of Interview will be informed to the shortlisted candidates through e-mail <u>only</u>and **no individual communications will be sent to the applicants for attending the Interview.**

b) Actual bus/train fare for the travel from<u> the place of his/her domicile to the center of interview</u>and return journey (to and fro) will be paid up to the limit of <u>AC 2 tier</u> (by shortest distance) to the candidates who attend the interview, on production of original tickets of the onward journey &photo copy of the return journey tickets, provided, return journey is undertaken on the date of interview itself or on the next day. No claim for reimbursement will be entertained after the interview date.

c) Candidates are advised to check the Company's website www.canfinhomes.comfor details.

d) The final selection will be on the basis of rank lists drawn, based on the total marks secured in the interview.

e) In case, candidates are not found suitable for the post applied for but are found fit for any other post that the Company may find them suitable for, the Company reserves the right to make offers to such candidates at the pay scales applicable to such posts, as per company norms. The right to make such suitable alternate offers is at the sole discretion of the company.

<u>**ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT**</u>:

Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material information while submitting the application.

If a candidate is or has been found guilty of using unfair means or impersonating or procuring impersonation by any person at any stage of the selection process; or misbehaving in the interview hall or resorting to any other irregular or improper means in connection with his/her candidature; or obtaining support for his/her candidature by any means, such candidate shall be liable to be disqualified from the interview / selection process.

GENERAL INSTRUCTIONS

1) The placement for all the above posts will be at Bengaluru only.
2) The Company takes no responsibility for any delay in submission of online application.
3) Candidates should ensure that they fulfill the eligibility criteria before applying. The company reserves the right to reject any candidate's application at any stage, if they are not found suitable.At any stage of the selection process, if the details provided in the application is found to be false or, if the candidate fails to submit the required documents to prove his/her eligibility at the time of interview, his/her candidature will be rejected and the candidate will not be allowed to attend the interview.
4) The company reserves the right to change the date, time, venue of the interview at its discretion, under unforeseen circumstances, if any. Change of interview schedule, if any, will be announced in our website / by email.
5) Any application received after the last date will not be accepted / entertained.
6) The shortlisted candidates are required to submit self-attested copies of all the documents pertaining to Age, Qualification, Experience etc at the time of interview. The original of all the documents are to be made available for cross verification along with the copies. If any candidate is found ineligible while verifying the documents, he /she shall not be allowed to take up the Interview.
7) Canvassing in any form will be treated as disqualification.
8) The Company shall not be responsible for any application being rejected, which is based on wrong information provided in the application form/unauthorized person/institution.
9) Candidates are advised to refer our Website (**www.canfinhomes.com**) for all details / updates.

Candidates in their own interest are advised to register on-line and submit their application well in advance before the expiry of last date of submission of the same.

Date :12/09/2017
Place : Bangalore   Deputy General Manager -HRM

The details of number of vacancies and other requirements

Post	No of vacancies	Age as on 01/09/17		Qualification	Job Profile	Post Qualification as on 01/09/17
		Min	Max			
AGM – IT	01	30 yrs. (candidates should have been born on or after 01/09/1977 and on or before 31/08/1987)	40 yrs.	Minimum 60% or Equivalent Grade in 4 years BE / B. Tech or Master Degree in Computer Science / Computer Technology / Information Technology or MCA (Master in computer Application) from a recognised University. Additional requirement : • Exposure to Core Banking Solutions, Digital Banking, Networking, Core IT Infrastructure; • Strong Project Management skills and management of development, maintenance and support teams; Up-to-date with the current (and future) levels of cyber Security,threats, and vulnerabilities.	• Overall incharge of the IT team and will be responsible for skilling / reskilling of resources as and when required. • Will be responsible for preparation of Technology Vision Document for the Organisation. • Will be the key resource person providing in-depth technical expertise to the Top Management and will be responsible for identifying and implementing new technologies and technology products. • Should be in a position to coordinate with IT Vendors of the Organisation. • Optimize and manage the technology network in a manner so that it delivers high efficiency with sufficient resilience and yet manage costs effectively. • Identify needs and ensure ideal software solutions are developed in a timely manner to help increase operational efficiency and also leading edge products. • Develop and maintain overall framework of IT policies, standards and strategies that will empower business and people to deliver on their commitments to the strategy and budgets. • Define the priorities, objectives and targets that underpin what contributes to delivery of value to business aligned with best practices and standards. • Ensure efficiency in process / operations across the Organisation. • Identify security threats, formulate strategies and methods to mitigate the threats. • As part of business continuity plan, ensure that there is no failure in business operations and appropriate DR plans are in place and regularly tested for readiness in case of unforeseen and unexpected events which can impact the business continuity. • Will have a pivotal role in supporting the business departments and meeting their needs in a time bound manner. • Develop long term plans to sustain and support the business, anticipating future trends. • Lead strategic insight and overview of business case justifications and ROI analysis for IT spending and initiatives. • Ensure total quality management through uniform processes and procedures, mitigation of Operational Risk • Shall track, analyse and monitor technology performance metrics • Any other work entrusted from time to time by the Company.	10 years of experience in relevant areas is mandatory. He/she should have worked in Banking-IT related areas/projects involving IT Policy and Planning/ Financial Networks and Applications/ Financial Information Systems/ Cyber Security Technologies/ Payment Technologies, etc., of which 5 (five) years should be at senior /Middle management level.

The details of number of vacancies and other requirements

Post	No of vacancies	Age as on 01/09/2017		Qualification	Job Profile	Post Qualification as on 01/09/2017
		Min	Max			
Manager – Networking	1	21 yrs. (candidates should have been born on or after 01/09/1982 and on or before 31/08/1996)	35 yrs.	Minimum 60% or Equivalent Grade in 4 years B.E. / B. Tech Degree in Telecommunications / Electronics & Communication Engineering OR MCA And A valid CCNP / CCNA certification in Network switching & Routing Certification (Candidates with CCNP will be given preference)	• MaintainingNetwork and Network Equipments • Network Monitoring and trouble-shooting • Adding Network Equipments to Network • Liason with telecom service provider • Ensure maximum uptime of the network Exposure to maintain the large network and securing the network. Any other work entrusted by the Company from time to time.	Minimum 3 years' experience in BFSI / Govt / Reputed Private Organisations in the relevant field
Manager – System Administrator	1	21 yrs. (candidates should have been born on or after 01/09/1982 and on or before 31/08/1996)	35 yrs.	Minimum 60% or Equivalent Grade in 4 years B.E. / B. Tech Degree in Telecommunications / Electronics & Communication Engineering OR MCA (Master in computer Applications) And should possess a valid OS Certification like Red Hat Certified Engineer (RHCE)/ Microsoft Certified Solutions Associate (MCSA) or equivalent	• Maintenance, Monitoring and Management of Software and Hardware • Applying patches across related IT infrastructure • Drive a project assigned • Be a Project Manager for CBS/Network etc., Exposure to maintain the largeIT infrastructure and managing large infrastructure. Any other work entrusted by the Companyfrom time to time.	Minimum 3 years' experience in BFSI / Govt / Reputed Private Organisations in the relevant field

Post	Scale & Emoluments	Other benefits
AGM – IT	Rs.46500 – 1200/5 – 52500 – 1350/1 – 53850 Gross pay – Rs. 88259/- (Overall Annual Gross emoluments Rs. 16.42 lakhs approximately)	The Gross emoluments includes Medical benefits, Leave fare concession, perquisites like conveyance, quarters etc. as per norms / rules of the company
Manager – Networking & System Administrator	Rs.28000 – 1050/1 – 29050 – 1200/12 – 43450 Gross pay – Rs. 53561/-. (Overall Annual Gross emoluments on confirmation Rs. 9.70 lakhs approximately).	

NOTE: All educational qualifications mentioned above, should be from a recognized University / Institution and the result should have been declared on or before 01/09/2017 for computing eligibility, stipulated for each post.