



INSURANCE REGULATORY AND DEVELOPMENT AUTHORITY

3rd Floor, Parisrama Bhavan, Basheerbagh, Hyderabad – 500 004
Tel: (040) 23381100 Fax: (040) 6682 3334

Recruitment Notification for candidates belonging to SC/ST Category ONLY:

Applications are invited for the following posts in the Insurance Regulatory and Development Authority Hyderabad:

S.No	Post and Scale of Pay	No. of Posts	Minimum Qualification	Minimum Post Qualification Experience
1.	Assistant Director Payscale: 13700-700(9)- 20000-EB-700(2)-21400- 750(4)-24400 (16Y)	2-STs	Graduate with Fellow of Insurance Institute of India, Mumbai or equivalent.	3 years of relevant experience in the Insurance industry*
2.	Deputy Director Payscale :Rs.24875-800(5)- 28875-900(5)-34275 (11Y)	2-SCs	Graduate with Fellow of Insurance Institute of India, Mumbai or equivalent.	10 years of relevant experience in Insurance industry**

* Relevant to candidates who are in the pay-scales equivalent to atleast Scale-I of LIC / General Insurance PSUs.

** Relevant to candidates who are in the pay-scales equivalent to Scale-III and Scale-IV of LIC and Scale-IV of General Insurance PSUs

General instructions:

- All educational qualifications should have been obtained from recognised universities/institutions in India or abroad. If grades are awarded instead of marks, candidates should clearly indicate the numerical equivalent.
- Persons serving in State/Central Governments and Public Sector Undertakings should apply through proper channel. However, they can forward an advance copy to the Authority.
- Age Limit :**
 - Assistant Directors: Not more than 40 yrs as on 31st January, 2010 after relaxation as per rules of Govt. of India
 - Deputy Directors: Not more than 50 yrs as on 31st January, 2010 after relaxation as per rules of Govt. of India
- Remuneration:**

The approximate Monthly Emoluments of a Deputy Director will be Rs.66249/- and in case of an Assistant Director, it would be Rs.38641/- (inclusive of Basic pay, DA, HRA, and CCA & FA). Benefits in addition to monthly emoluments include PF, gratuity, GSLIS, and other perquisites like LFC, leased accommodation, conveyance allowance, medical facilities, housing loan and other facilities as provided for in the existing rules/regulations issued by the Authority
- Mode of Selection**
 - Screening committee constituted by the Authority will examine the applications and candidates qualifying the criteria may be considered for being called for written test/interview.

- b) Written Examination in relevant area of specialization will be held. Candidates would have to secure the minimum marks as decided by the Competent Authority.
- c) The Written Examination will be held at Hyderabad. Candidates will be required to appear for the Written Examination at their own cost.
- d) Merely fulfilling the eligibility conditions as regards age / qualifications / experience, after short-listing of candidates, would not automatically entitle any candidate to be called for the interview.
- e) The selected candidates will be posted in the office of the Authority located in Hyderabad and at such other places where the Authority may establish its offices.
- f) The Authority reserves the right to modify the selection procedure, at its discretion.

6. Training and Probation:

- a) Training Period: - The selected candidates will be appointed as Trainee Officers initially for a period of six months and will draw consolidated stipend for the period of training. During the period of training, all efforts would be made to provide residential accommodation on sharing basis, subject to availability.
- b) Probation: Upon successful completion of the training period, the candidates will be considered for regular appointment in their respective Grades. However the candidates will remain on probation for a period of one year, which may, at the discretion of the Authority, be extended up to a maximum period of two years.
- c) If at any later stage, it is found that the information furnished in the application is false / incorrect or if according to the Authority, the candidate does not satisfy the eligibility criteria, his/her candidature/appointment will be cancelled/terminated at any stage, without notice or compensation.

7. How to apply:

Applications complete in all respects must be sent in a closed envelope necessarily superscribed "APPLICATION FOR THE POST OF _____" to the following address.

**The Executive Director (Administration)
Insurance Regulatory and Development Authority
3rd floor, Parisrama Bhavanam , Basher Bagh
Hyderabad – 500 004,**

8. Check-list for submission of the application form:

- a) Candidates who satisfy the eligibility norms may apply giving their bio data strictly in the given format.
- b) The Format of the Application Form must be in a printed form (A4 Sheet). **Application form can be downloaded from the IRDA Website (www.irdaindia.org)**
- c) Name and Address should be written in capital letters in English only, since processing is computerized.
- d) Candidates should ensure that all the entries have been correctly filled in the application and the photograph is signed.
- e) Enclosures: Proof of age, Caste Certificate, qualification, marks list etc. duly attested by a gazetted officer.
- f) On the cover containing the application, the post applied for, should be indicated.
- g) Applications not in the prescribed Form or received after 10th March, 2010 will not be entertained.

Authority takes no responsibility for any delay in receipt of applications or loss thereof in postal transit.