



NABKISAN Finance Limited (NKFL), a subsidiary of NABARD is registered as Non-Banking Finance Company (NBFC) with a balance sheet size of more than Rs. 2000 Crore. NKFL provides loans for agriculture and other rural projects to various categories of borrowers including individuals, societies, NBFCs, MFIs, producer companies, corporates, others etc. It is also a leader in lending to Farmer Producer Organisations (FPOs).

NKFL is looking for recruitment for the post of **Assistant Manager- Documentation, Monitoring & Recovery (DMR)- Rajasthan**

**No. of Posts: 1**

**Location: Jaipur**

Asst. Manger (DMR) will be responsible for pre and post sanction documentation, Monitoring, recovery and follow up related to FPOs and Agri enterprises.

**Key Responsibilities of AM (DMR)**

- ✓ Assisting the Business Development Manager in Lead Generation, Business Development and Promotion of FPOs and Agri Enterprises.
- ✓ Monitoring of projects, including field visit and inspection, and submission of monitoring reports and periodical MIS
- ✓ Data collection, analysis and management of data.
- ✓ Documentation, disbursement and recovery of loans.
- ✓ Compliance to processes, regular follow up with clients, capacity building, relationship management, credit management and maintenance of asset quality.
- ✓ Conduct of feasibility studies etc.
- ✓ Additional items of work, if any, assigned by NABKISAN from time to time.

<b>Educational Qualification:</b>	<ul style="list-style-type: none"> <li>✓ Graduate in relevant fields like Agriculture and allied subjects/Rural Development</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>✓ Freshers are eligible to apply. However, candidates with relevant work experience will be preferred.</li> </ul>
<b>Other criteria</b>	<ul style="list-style-type: none"> <li>✓ Maximum age limit is 30 years at the time of application.</li> <li>✓ Proficiency in using tools such as MS Office and other computer related functions for day-to-day functioning</li> <li>✓ Proficiency in reading, writing and speaking English, Hindi and Local Language of the state.</li> </ul>

<b>Place of Posting</b>	<ul style="list-style-type: none"> <li>✓ The place of posting for the present will be Jaipur, Rajasthan.</li> <li>✓ However, depending on administrative requirement of NABKISAN candidate may be placed anywhere in the country in future.</li> </ul>
<b>Emoluments and service conditions.</b>	<ul style="list-style-type: none"> <li>✓ Annual CTC – Rs. 5.84 lakh</li> <li>✓ Gross monthly emoluments - Rs. 37281/-.</li> <li>✓ Basic Pay - Rs. 21,000/- per month in the scale of 21000-1050-1200-1350-1500-1650-1800-1950-31500.</li> <li>✓ Eligible for DA, HRA, CCA and Other Allowances as per rules in force from time to time. In addition group insurance policy and other statutory benefits will be provided.</li> <li>✓ Initial appointment will be on probation for a period of 2 years. The employee may be absorbed on regular roll based on satisfactory performance.</li> </ul>

Interested candidates may visit <https://www.nabkisan.org/career> and apply online

**Last date of receipt of applications is 26<sup>th</sup> August 2023.**