

# INSTITUTE OF INSOLVENCY PROFESSIONALS

A wholly owned subsidiary of ICSI and registered with IBBI  
(Formerly known as ICSI Insolvency Professionals Agency)

The ICSI Institute of Insolvency Professionals (ICSI IIP), one of the front line regulators for Insolvency Professionals, is a wholly owned subsidiary of the Institute of Company Secretaries of India (ICSI) and registered as an Insolvency Professional Agency with the Insolvency and Bankruptcy Board of India (IBBI). The major activities of ICSI IIP include enrolment, development, regulation and monitoring of Insolvency Professionals enrolled with it.

**ICSI IIP invites applications for the post of:**

**Managing Director (on Contractual basis)**

**No. of posts :01**

**Compensation:**Maximum Rs. 30 Lakh per annum (Consolidated)

**Maximum Age** (as on 01.08.2019) : 55 years

**Place of Posting** :New Delhi/ Noida

**Period of Engagement** :The tenure for the position is for 3 (three) years on contractual basis with an option with ICSI IIP for renewal upto a period of further 3 (three) years or superannuation whichever is earlier.

## **Qualification**

Member of the Institute of Company Secretaries of India / Member of the Institute of Cost Accountants of India/ Member of the Institute of Chartered Accountants of India

## **Experience**

Experience of fifteen years in insolvency, banking, finance, insurance, securities, information technology or with a regulatory body, which shall include at least 5 years as Managing Director or one level below the Board or 15 years in practice as Company Secretary/Chartered Accountant/Cost Accountant or combination of both.

## **Skill Sets**

- Sound Knowledge of Insolvency & Bankruptcy Code, 2016
- Exposure to oversight, monitoring and disciplining a stream of professionals would be an added advantage
- Dynamism & leadership skills
- Good interpersonal skills.
- Effective written and verbal communication skills.

## **Job Profile**

- To Act in accordance with the Memorandum and Articles of Association of the company for furtherance of objectives of ICSI IIP.
- Ensure compliance with the Insolvency & Bankruptcy Code, rules and regulations made thereunder and any other applicable law.
- Promote development of professional members through knowledge initiatives including training programs, interactive meets, seminars/ webinars on judicial/ regulatory developments/ professional challenges, daily/weekly/monthly knowledge updates, publications on practical aspects etc.
- As a member of the Governing Board take strategic decisions for the Company and also ensure their due implementation.

- Ensure that the systems and controls are in place with respect to the functions of ICSI IIP as envisaged under the Code.
- Identify revenue models for the Company for its sustenance and for furtherance of the objectives of the company including development of the profession of insolvency.
- Fortify the relationship of ICSI IIP with stakeholders including the oversight authority, Insolvency and Bankruptcy Board of India, the adjudicating authorities for insolvency resolution, the insolvency professionals and other stakeholders.
- Act as an interface between Regulators and the Insolvency Professionals as well as other stakeholders.
- Ensure smooth functioning of day to day business of the Company.
- Perform such other acts as may be assigned by the Governing Board/ IBBI from time to time.

Interested candidates must **apply only through electronic application form (Online)** by clicking on the hyperlink provided at the end of this page.

The link shall be active from **29.08.2019 to 10.09.2019 (10.09.2019 is the last date for applying Online.)**

**Please use Windows Explorer (6.x, 7.x, 8.x, 9.x, 10.x and 11.x only) or Google Chrome and ensure that JavaScript is enabled for viewing this advertisement. Do not use Mozilla Firefox, Netscape Navigator or any other explorer.**

In case you want to take a printout of the application form for your reference, please ensure that your printer is attached to your computer.

**Please Note:**

- Before applying for the above post the candidates should satisfy themselves regarding eligibility criteria required for the said post.
- The Cut Off date for all purposes (including Age, Qualifications & Experience etc.) for the post mentioned above is 01.08.2019.**

**CLOSING DATE FOR SUBMISSION OF ONLINE APPLICATION : 10<sup>th</sup> September,2019**

1	<b>Before applying for the above post(s) the candidates should satisfy themselves regarding ELIGIBILITY CRITERIA required for the said post.</b> In case it is found at any stage of recruitment that an applicant does not fulfill Eligibility Criteria and/ or that he has furnished any incorrect / false information / certificate(s)/ documents or has suppressed any material fact(s), his/her candidature will stand cancelled. Even if any of these shortcomings is/ are detected after appointment his/her services are liable to be terminated. <b>Applicants must fill the online Form very carefully.</b> Applications which are incomplete or vague (i.e. details relating to qualifications / experience etc.) or applications not in the prescribed format will be rejected summarily. Hence candidates are advised to ensure that all the relevant fields mentioned in the on-line Resume Form are duly completed in all respects.
2	<b>Candidates should have a valid e-mail address and are advised to check their mail regularly for any information regarding test /interview.</b> In case, a candidate does not have a valid personal email address, he/she should create his/her new email address before applying Online. "ICSI IIP" reserves the right to communicate with the applicant through e-mail and not by post.
3	All candidates are requested to take a printout of their online forms and keep it with them for future

	reference. However, they are requested <b>not to send the hard copy of their online application Form/ CV's /Certificates to ICSI IIP. The original documents would be required for verification only at the time of Interview.</b> Candidates may take out the print out in token of acceptance of on-line applications & no separate acknowledgement to the effect would be sent.
4	The percentage obtained in various degrees/ diplomas should be rounded off to the lower whole number. For eg. 49.3% or 49.8% should be entered as 49% & not as 50%. In case grades are awarded, they should be converted to numerical equivalent percentages.
5	<b>While Filling the Online Resume Form :-</b> <ol style="list-style-type: none"> <li>1. Don't enter Special Characters like " ' / ' / &amp; etc.</li> <li>2. Enter minimum Words /Characters while filling up the University Name/ Specializations/ Major Responsibilities/ Address / Board &amp; School Name / etc.</li> <li>3. Upload a resume file which does not exceed 100 KB.</li> </ol>

### GENERAL CONDITIONS

1	<b>Candidates applying who are working in a Central/State Government/ Autonomous/Statutory Body/PSU would be required to produce a 'No Objection Certificate' from their present employer for verification at the time of interview failing which they will not be allowed to appear for the interview.</b>
2	All educational qualifications must have been obtained from recognized universities / Institutions in India or abroad. The courses offered by autonomous Institutions should be equivalent to the relevant courses approved/ recognized by Association of Indian Universities (AIU)/UGC/AICTE.
4	Mere submission of application / fulfilment of eligibility conditions will not confer any right on the candidate to be shortlisted / called for written test/ interview. The "ICSI IIP" reserves the right to call for written test/ interview only those candidates who in its opinion are most suitable for the post. The "ICSI IIP" also reserves the right to reject any or all the applications without assigning any reason thereof. The decision of The "ICSI IIP" in all matters regarding Eligibility, shortlisting of candidates, conduct of interview and selection will be final and binding on the applicants and no correspondence will be entertained in this regard.
5	The "ICSI IIP" reserves the right to fix minimum eligibility standard/bench mark and restrict the number of candidates to be called for interview taking into account various factors like number of vacancies, performance of the candidates etc., and decide to determine the qualifying marks for selecting candidates for interview. The "ICSI IIP" also reserves the right to raise the eligibility criteria to restrict the number of candidates to be called for written test/ interview. The decision of the "ICSI IIP" in this regard shall be final and binding and no correspondence in this regard would be entertained with the candidates.
6	The "ICSI IIP" reserves the right to not fill up the post as per its requirement or even cancel the whole process of recruitment without assigning any reason.
7	The "ICSI IIP" also reserves the right to alter / modify / relax any of the aforesaid eligibility criteria / conditions for deserving candidates.
8	Proficiency in Computer Applications is essential for the above post.

9	For attending the interview to & fro train fare will be reimbursed by the shortest route to the outstation candidates, as per rules of the "ICSI IIP". However no Travel Allowance shall be reimbursed for attending the written test.
10	The "ICSI IIP" takes no responsibility for any delay in receipt or loss in postal transit of any applications or communication.
11	Canvassing in any form will straightway disqualify the candidature.
12	Any resultant dispute arising out of this advertisement shall be subject of the sole discretion of the courts situated at New Delhi.

**FOR APPLYING ONLINE, click on the link below  
OR**

**Copy, Paste and Enter the link on the address bar of the internet Explorer / Google Chrome**

**<http://www.icsi.in/recruitmentIIP>**

**(Note : Please use Windows Explorer (6.x, 7.x, 8.x, 9.x, 10.x and 11.x only) or Google Chrome and ensure that JavaScript is enabled for viewing this advertisement. Do not use Mozilla Firefox, Netscape Navigator or any other explorer)**

In case of any query please email at the below mentioned email address :

Head Education & Training  
ICSI- IIP  
New Delhi  
Email : [lakshmi.arun@icsi.edu](mailto:lakshmi.arun@icsi.edu)  
website : [www.icsiip.com](http://www.icsiip.com)