

ADVERTISEMENT IN WEBSITE



CANBANK VENTURE CAPITAL FUND LIMITED

Naveen Complex, 6th Floor, #14, MG Road, BANGALORE – 560001
(Wholly owned subsidiary of Canara Bank)

RECRUITMENT OF PROBATIONARY SENIOR VICE PRESIDENT /ASST VICE PRESIDENT/PROJECT MANAGER and VICE PRESIDENT (on contract basis for 2 years)

INVITES APPLICATION FOR RECRUITMENT OF ASST VICE PRESIDENT / PROJECT MANAGERS

- Job Description/Post Code:**
Senior Vice President (SVP) : Post Code - 1
Vice President (VP) : Post Code – 2
(on contract basis for 2 years)
Asst. Vice President (AVP) : Post Code – 3
Project Manager (PM) : Post Code – 4
- No of Vacancies:** SVP – ONE, VP-ONE, AVP – THREE (General 2 & OBC 1) & PM-TWO(General 1 & OBC 1)
- Last Date for receipt of Application:** 28-12-2015
- Application:** Eligible/Interested candidates are requested to apply in the format of application mentioned below.

CANBANK VENTURE CAPITAL FUND LIMITED (CVCFL)

BANGALORE- 560001

APPLICATION FOR RECRUITMENT OF AVP / PROJ MANAGER

Post Applied: _____ Post code: _____
Applicant's Full Name : _____
Father/Husband's Name: _____
Date of Birth : _____ Age as on 30.09.2015 _____
Place of Birth : _____ Nationality _____
Category : _____
Permanent Address : _____
State _____ Pin Code _____
Present Address : _____
State _____ Pin Code _____
Phone No with STD Code: _____ Mobile _____
E-Mail ID : _____
Application Fee Rs.500/- DD No: _____ Date _____ 2015
Drawee Bank _____ Branch _____

QUALIFICATIONS:

Course	Name of University/ Institution	Branch/ Specialisation	% of Marks	Rank /Class	Month/ Year of Passing

(Enclose certified true copies of all the certificates)

- Details of Experience
- Details of Extra Curricular Activities of the Candidate: _____
(Candidate to enclose the details as an attachment)

Certificate: I have read and understood the terms and conditions of the job and I undertake to abide by the conditions. I certify that the information given above is true to the best of my knowledge.

I also undertake to attend the interview at my own cost if called for interview.
If selected I shall deposit Rs. _____ as required by CVCFL.

Date: _____
Place: _____

Signature of the Candidate

5. Eligibility Criteria: Eligible criteria and other details (Qualification, age etc) shall be computed as on 30.09.2015.

6. Qualification & Experience:

- Senior Vice President: (Post Code – 1)**
 - Chartered Accountant
 - Computer Proficiency is a must.
 - Work experience of minimum Five (5) years in Corporate Finance of which Two (2) years in Venture Capital/ Private Equity Industry
- Vice President: (Post Code-2)**
 - BE/ B.Tech/ MBA (finance)/ CA/ ICWA/ CFA
 - Computer Proficiency is a must.
 - Work experience of minimum Three (3) years in Venture Capital/ Private Equity Industry.
- Asst Vice President: (Post code – 3)**
 - BE/ B.Tech/ MBA (finance)/ CA/ ICWA/ CFA
 - Computer Proficiency is must.
 - Work experience of minimum TWO (2) years of Venture Capital/ Private Equity Industry.
- Project Manager: (Post Code -4)**
 - For Freshers : - CA
 - Others: MBA(Finance)/BE/B.Tech/ICWA/CFA
 - Computer Proficiency is must.
 - At least one year of experience in Venture Capital/Private Equity Industry.

7. Age: Not exceeding

Sr. Vice President – 35 years as on 30.9.2015
Vice President - 32 Years as on 30.9.2015.
Asst-Vice-President 30Years as on 30.9.2015
Project Manager: 27Years as on 30.9.2015

8. Job Profile :

Senior Vice President: Responsible for identifying, scrutinizing and assistance till closure of the investment deals and also for finance/ accounts of the company, CVCFL and all the funds under the management of CVCFL.. Follow up of Portfolio investments, periodical reviews, attending investee company board meetings etc. Attend to investors queries/correspondence. Apprising of committee/ trustees/ board of directors periodically during the meetings by way of notes. Experience in setting up of funds SEBI AIF Regulations 2012 is desirable.

Vice President: Responsible for identifying, scrutinizing and assistance till closure of the investment deals. Follow up of Portfolio investments, periodical reviews, attending investee company board meetings etc. Attend to investors queries/correspondence. Apprising of committee/ trustees/ board of directors periodically during the meetings by way of notes. Experience in setting up of funds SEBI AIF Regulations 2012 is desirable

Asst Vice President: Responsible for scrutinizing the investment opportunities referred to them, make a detailed analysis and if the opportunity is fit for investment should make recommendation to the investment committee. Follow up of Portfolio investments, periodical reviews, attending investee company board meetings etc. Attend to investors queries/correspondence. Apprising of committee/ trustees/board of directors periodically during the meetings by way of notes.

Project Manager: responsible for scrutinizing the investment opportunities referred to them, make a detailed analysis and if the opportunity is fit for investment should make recommendation to the investment committee. Follow up of Portfolio investments, periodical reviews, attending investee company board meetings etc. Apprising of committee / trustees / board of directors periodically during the meetings by way of notes. They are responsible for the internal work of Company/Various Funds such as fund formation, drawdown of funds from investors, submission of periodical statements such as NAV, un/audited balance sheets of the fund to investors. Attend to investors queries/correspondence.

9. Compensation:

- i) **SVP:** CTC of Rs 9.00 – 10.00 Lacs P.A (approx)
- ii) **VP :** CTC of Rs 8.00 – 9.00 Lacs P.A (approx)
- iii) **AVP :** CTC of Rs 7.00 – 8.00 Lacs P.A (approx)
- iv) **PM:** CTC of Rs 5.75 – 6.50 Lacs P.A (approx)

10. Other Benefits: Casual Leave, Privilege Leave, Sick Leave, LFC and other perquisites applicable as per company rules.

11. Career Prospects: The candidates will have opportunities for promotions/ Career advancement in the company as per the policy that may be framed by the company in the near future.

12. Shortlisting: The applicants shall be short listed based on the Qualification / Additional qualification / Experience / Computer Proficiency / Extra Curricular Activities

13. Interview: The short listed candidates will be called for an interview by call letter and / or by E-mail. The prospective candidates will be interviewed on various traits. Letter of appointment shall be sent to successful candidates.

14. Probation: The selected candidate shall be on probation for a period of 12 Months.

15. Other Conditions:

- The company (CVCFL) reserves the right to call only the requisite number of candidates based on the screening of applications.
- Incomplete applications received, applications received after the due date will be summarily rejected and the fee will be forfeited.
- Applications once made will not be allowed to be withdrawn and fee once paid will not be refunded under any circumstances.
- Candidates should not furnish any particulars that are false/tampered/ fabricated. Suppression of any material information while submitting the application or impersonating or misbehaving or resorting to improper means during the interview shall be liable to criminal prosecution besides disqualification from the selection process.
- Candidates serving in Govt / PSU / other private organizations currently are required to produce relieving letter from their employer at the time of joining CVCFL, in the absence of which their candidature may not be considered.
- The candidate shall attend the interview at his / her own cost.

- Decision of CVCFL in all matters regarding eligibility of the candidate, screening of the application, documents to be produced for conduct of interview, selection and any other matter relating to recruitment will be final and binding on the candidate.
- CVCFL reserves the right to stall, cancel the recruitment partially / fully at any stage at its discretion without assigning any reason and this decision shall be binding on the candidate. No correspondence or personal enquiries shall be entertained by the company.
- The candidates called for interview shall submit all the documents pertaining to age, qualification, experience etc, at the time of interview for verification. Any candidate found ineligible at this stage shall not be allowed to participate in the interview.
- Appointment of selected candidate is subject to his / her being declared medically fit and certificate in original to be submitted from medical authority as prescribed by the company.
- Either party may terminate the contract by giving one month's notice in writing during the probation period.
- The successful candidate should serve the company for a minimum period of ONE year from the date of confirmation. Towards this, the candidate shall deposit, SECURITY DEPOSIT at the time of joining itself, for Rs.50,000/- in case of Project Manager Cadre and Rs.1,00,000/- in case of Senior Vice President & Asst.Vice President Cadre which shall be kept in Interest bearing FIXED DEPOSIT. Upon successful completion of stipulated period, the deposit with interest shall be returned/ refunded. In case of resignation within the stipulated period the candidate shall forfeit the security deposit.
- On successful completion of Probation period the employees shall be governed by the CVCFL Staff Regulation 1999, as amended from time to time.
- This recruitment is being made in M/s CVCFL, a company registered under Companies Act, 1956 and the appointee shall have no lien or claim with Canara Bank or any of its Subsidiaries / Holding companies whatsoever.
- Presently CVCFL is having one office in Bangalore. In the event of future opening of new offices other than Bangalore, the officers are liable to be transferred to such branch offices, in case of administrative exigencies.
- The company shall have the right to recover at its discretion, any loss or money due to the company, from the money due and payable by the company without prejudice to any other remedies the company may adopt for recovering the same.
- Any dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in **Bangalore**.
- Demand Draft to be drawn in favour of "**Canbank Venture Capital Fund Ltd**" payable at Bangalore.