



भारतीय लघु उद्योग विकास बैंक (सिडबी)  
SMALL INDUSTRIES DEVELOPMENT BANK OF INDIA (SIDBI)

हरित जलवायु वित्त उद्भाग (जीसीएफवी), सिडबी में संविदा के आधार पर सलाहकार / विशेषज्ञों  
(पूर्णकालिक) की भर्ती (हायरिंग)  
Hiring of Specialized Consultants / Experts (Full time) on Contractual basis in Green  
Climate Finance Vertical (GCFV), SIDBI

विज्ञापन संख्या: जीसीएफवी /30032026/OUT/72754 - दिनांक अप्रैल 01, 2026

Advt. No.: GCFV/30032026/OUT/72754 dated April 01, 2026

सिडबी निम्नलिखित पदों पर संविदा के आधार पर नियुक्ति के लिए अर्हताप्राप्त दक्ष-व्यक्तियों से निर्धारित प्रारूप में आवेदन आमंत्रित करता है:

SIDBI invites applications in prescribed format from qualified professionals for appointment on contract basis (full time) for the following posts:

क्रम सं./ S.No.	पद / Position	पदों की संख्या / No. of Posts
1.	एसोसिएट प्रबंधक-वित्त एवं लेखा <b>Associate Manager- Finance &amp; Accounting</b>	01
2.	कार्यालय प्रबंधक <b>Office Manager</b>	01
3.	एसोसिएट प्रबंधक – ई-मोबिलिटी <b>Associate Manager – E-Mobility</b>	01
4.	एसोसिएट प्रबंधक- नवीकरणीय ऊर्जा <b>Associate Manager- Renewable Energy</b>	01
5.	एसोसिएट प्रबंधक – खरीद <b>Associate Manager -Procurement</b>	01
6.	एसोसिएट प्रबंधक - निगरानी एवं मूल्यांकन <b>Associate Manager- Monitoring &amp; Evaluation</b>	01
7.	एसोसिएट प्रबंधक – पर्यावरण एवं सामाजिक रक्षोपाय <b>Associate Manager - Environment and Social Safeguard</b>	01
8.	एसोसिएट प्रबंधक – जलवायु <b>Associate Manager - Climate</b>	01

आवेदन प्रस्तुत करने की अंतिम तिथि 30 अप्रैल, 2026 (23:59 बजे तक) है।

The last date for submission of application is 30<sup>th</sup> April 2026 (up to 23:59 hours).

अधिक जानकारी के लिए इच्छुक उम्मीदवार **अनुलग्नक- I** में निर्दिष्ट विस्तृत विज्ञापन का अवलोकन करें।  
For more details, interested candidates may go through the detailed advertisement appended at **Annexure-I**.

महाप्रबंधक / **General Manager**  
हरित जलवायु वित्त वर्टिकल / **Green Climate Finance Vertical**  
सिडबी, नई दिल्ली / **SIDBI, New Delhi**

विज्ञापन संख्या: जीसीएफवी/30032026/OUT/72754 - दिनांक 01 अप्रैल, 2026  
 Advt. No.: GCFV/30032026/OUT/72754 dated April 01, 2026

**Hiring of Specialized Consultants / Experts (Full time) on Contractual basis in Green Climate Finance Vertical (GCFV), SIDBI**

- Small Industries Development Bank of India (SIDBI) setup on April 2, 1990, under an Act of Indian Parliament acts as the Principal Financial Institution for Promotion, Financing and Development of Micro, Small & Medium Enterprises (MSMEs) sector as well as for coordination of functions of institutions engaged in similar activities.
- To improve productivity and competitiveness of MSME sector through energy efficiency (EE) measures, SIDBI has undertaken several initiatives which include development assistance and line of credits from The World Bank, Japan International Cooperation Agency (JICA), Kreditanstalt für Wiederaufbau (KfW) and Agence Française de Développement (AFD).
- SIDBI has setup a dedicated Green Climate Finance Vertical (GCFV) at its New Delhi office, which is implementing various developmental projects in Green Space in close cooperation with the various National and International Stakeholders / Bilateral / Multilateral Agencies viz. The World Bank, Bureau of Energy Efficiency (BEE), Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and few others.
- Aligned to PANCHAMRIT, SIDBI runs PANCHTATVA missions viz. (i) Energy Efficiency, (ii) Renewable Energy, (iii) Circular Economy, (iv) E-Mobility and (v) Adaptation (nature-based solutions) helping the nation achieving its Nationally Determined Contributions (NDCs) commitments. SIDBI attends to Greening mandate through "PANCHTOOL" (5 energising pillars) - (i) Financing, (ii) Development, (iii) Risk Mitigant, (iv) Thought Leadership and (v) International Cooperation (Synergy 4 Energy).

**Hiring of Consultants/ Experts :**

- SIDBI is implementing several Green / Clean / Sustainable Development initiatives with a mission of "Greening the Enterprise Ecosystem". To successfully implement the initiatives in a time bound manner with effective outcome and output, there is a need to strengthen the team green by hiring the specialized resource person(s) of the relevant field from the market. Accordingly, SIDBI invites applications for the following positions on contractual basis to assist in various activities/ initiatives being undertaken by SIDBI for creating a sustainable future.

The details of the positions along-with desirable qualifications / experience are given below:

Position	No. of Posts	Desired Qualification & Work Experience
Associate Manager – Finance & Accounting	1	<p><b>A] Education Qualifications:</b></p> <p><b>Mandatory:</b> M. Com / MBA [Finance], Post Graduate degree in Economics / CA / ICWA / ICMA.</p> <p><b>Desirable:</b> The candidate should have a basic understanding of Indian MSME ecosystem, interest subvention / capital subsidy schemes of various ministries for benefit of MSMEs.</p> <p><b>Experience:</b> At least 3 years of post-qualification experience in operational departments of any Bank / SFBs / FI / Non-Banking Financial Company.</p>

Position	No. of Posts	Desired Qualification & Work Experience
		The candidate should have knowledge of computer applications like MS Office, Ms Excel, Power Point Presentation, etc.
Office Manager	1	<p><b>A] Education Qualifications:</b>  <b>Mandatory:</b> Bachelor's degree in commerce, Economics, Engineering.  <b>Desirable:</b> Master's degree in commerce / MBA[Finance]</p> <p><b>B] Experience:</b> At least 3 years of post-qualification experience in operational / accounts departments with any Bank / FI / Non-Banking Financial Company / CA firm. The candidate should have knowledge of computer applications like MS Office, Ms Excel, Power Point Presentation, E-procurement portals, use of AI etc.</p>
Associate Manager – E Mobility	1	<p><b>A] Education Qualifications:</b>  <b>Mandatory:</b> B. Tech / BE [Electrical, Mechanical / automobile / Electronics and Communication Engineering/ Energy / Transport Engineering / Mechatronics]  <b>Desirable:</b> MBA / Post graduation in Energy / ESG / Sustainability / Environment. The candidate should have an understanding of EV ecosystem, charging infra, battery life cycle and replacement economics, EV related government policies, climate impact assessment, green taxonomy.</p> <p><b>B] Experience:</b> Minimum work experience of 5 years in Electric Vehicles (EVs) &amp; related EV Infrastructure like batteries, charging infra, EV manufacturing etc.</p> <ul style="list-style-type: none"> <li>• Experience of working in projects of national / international agencies which may include bilateral, multilateral agencies including UN agencies, World Bank/ADB/AIIB etc. would be preferred.</li> <li>• Technical knowledge of transport policies, regulations including vehicular emissions and efficiency regulations at international, national, and state levels.</li> <li>• Experience of contributing to internal and external training and conferences on the e-mobility sector and other activities for advocacy, dissemination, and knowledge building.</li> <li>• The candidate should have knowledge of computer applications like MS Office, Ms Excel, Power Point Presentation, etc.</li> </ul>
Associate Manager – Renewable Energy	1	<p><b>A] Education Qualifications:</b>  <b>Mandatory:</b> Bachelor's degree in engineering (Electrical / Mechanical / Energy / Power / Renewable Energy or equivalent) from a recognized University/Institution.  <b>Desirable:</b> Master's degree in engineering (M. Tech) / MBA (Power / Energy Management) / M.Sc. in Renewable Energy</p>

Position	No. of Posts	Desired Qualification & Work Experience
		<p>or equivalent qualification from a recognized University/Institution.</p> <p><b>B] Post Qualification Experience</b></p> <ul style="list-style-type: none"> <li>• Minimum 5 years of post-qualification experience in grid-connected Renewable / Green Energy projects with Government / Semi-Government Organizations / Autonomous Bodies / Public Sector Undertakings (PSUs) / Public Sector Banks / Technical Institutions / Utilities / ESCOs / RESCOs / Energy Engineering Consulting Firms / Financial Institutions <b>is Mandatory</b>.</li> <li>• Experience should preferably include working closely with or for organizations engaged in renewable energy project development, implementation, financing, advisory, or utility-scale infrastructure execution.</li> <li>• Experience in Policy making, Planning, development, installation, commissioning, monitoring, and management of Solar PV, Wind Energy, and other renewable/ green technology projects <b>is preferable</b>.</li> <li>• Excellent communication, client relationship, and interpersonal skills.</li> <li>• The candidate should have knowledge of computer applications like MS Office, Ms Excel, Power Point Presentation, etc.</li> </ul>
Associate Manager – Procurement	1	<p><b>A] Education Qualifications:</b>  <b>Mandatory:</b> Bachelor’s degree from a recognized university.</p> <p><b>Desirable:</b> MBA / CA / M. Com. / M. Tech / PG Diploma in Supply chain / Procurement / Certificate in Public Procurement / Government E-Market place [GeMs] etc</p> <p><b>B] Experience:</b></p> <ul style="list-style-type: none"> <li>• Minimum 05 years hands-on experience in public procurement and administration.</li> <li>• Preferable work experience with Multilateral / Bilateral / International agencies / Climate Funds or handled procurement activities with these types of agencies.</li> <li>• The candidate should have knowledge of computer applications like MS Office, Ms Excel, Power Point Presentation, E-procurement portals, etc.</li> </ul>
Associate Manager - Monitoring and Evaluation	1	<p><b>A] Education Qualifications:</b>  <b>Mandatory:</b> B. Tech. or BE [in Environment, Energy, Electrical, Mechanical, Civil, Chemical], M.Sc. [Environment Science, Climate or Energy]  <b>Desirable:</b> M. Tech. or ME [in Environment, Energy, Electrical, Mechanical, Civil, Chemical], Certification in ESG / Sustainability / Climate Finance / Energy Auditor, Energy Manager. The candidate should have technical understanding for solar plants, energy efficient machinery, pollution control equipment, E&amp;S framework and project performance tracking.</p> <p><b>B] Experience:</b></p>

Position	No. of Posts	Desired Qualification & Work Experience
		<ul style="list-style-type: none"> <li>• Minimum 7 years of professional experience of working on monitoring and evaluation projects. The candidate should have strong knowledge and understanding of climate change issues, policies, and programs, including the UNFCCC and its mechanisms. Familiarity with international best practices in M&amp;E, including the OECDDAC evaluation criteria, the International Financial Institutions Harmonized Standards for GHG accounting, the Partnership for Carbon Accounting Financials (PCAF) standards, and the Paris Agreement on Climate Change <b>is Mandatory</b>.</li> <li>• Excellent analytical and report writing skills, with the ability to present complex information in a clear and concise manner</li> <li>• Strong interpersonal and communication skills, with the ability to work effectively with diverse stakeholders, including project staff, partners, and donors.</li> <li>• Should have sufficient knowledge and experience in the field of Monitoring, Impact Evaluations, Verification of energy savings, Market Research, Data Collections &amp; Analysis of the data both in qualitative and quantitative aspects or experience in handling baseline definitions; Substantiation would be required during the evaluation of the proposals submitted.</li> <li>• Should understand Environmental, Social, Gender, Labour Safeguards.</li> <li>• Experience in the use of monitoring and evaluation tools and techniques, including data collection, analysis, and reporting.</li> <li>• Experience in working with Government Ministries/ Departments, Public Sector Undertakings or financial institutions would be an added advantage. Experience in working with international development organizations on climate change and familiarity with their policies and procedures would be an added advantage.</li> <li>• The candidate should have knowledge of computer applications like MS Office, Ms Excel, Power Point Presentation, etc.</li> </ul>
<b>Associate Manager – Environment &amp; Social Safeguard</b>	1	<p><b>A] Education Qualifications:</b> Postgraduate or equivalent level of education (Environmental Management/ Environmental Engineering/ Climate Change Energy Management/ Social Science/ Sociology/ Development Studies) from a recognized university or institute.</p> <p><b>B] Experience:</b> Minimum 5 years of professional experience in the assessment and management of environmental and/or social impacts in a consultancy, industrial, or commercial role.</p> <ul style="list-style-type: none"> <li>• Experience of environment and social safeguard–related aspects relevant to energy efficiency/ MSME/ financial sector.</li> <li>• Experience in E&amp;S due diligence and management systems as well as monitoring/reporting as per IFC PS1/WB ESS9.</li> </ul>

Position	No. of Posts	Desired Qualification & Work Experience
		<ul style="list-style-type: none"> <li>• Knowledge of Bilateral/Multilateral Development Agencies (like World Bank, IFC) safeguard policies on Environment and Social is highly desirable.</li> <li>• Ability to synthesize and analyse diverse E&amp;S-related data and information and prepare high-quality, professional, and timely reports.</li> <li>• Experience in delivering trainings and working with multidisciplinary teams is desirable.</li> <li>• Experience of working in Externally Aided Projects and experience of M&amp;E related to E&amp;S aspects shall be preferred.</li> <li>• Excellent communication, client relationship, and interpersonal skills.</li> </ul> <p>The candidate should have knowledge of computer applications like MS Office, Ms Excel, Power Point Presentation, etc.</p>
Associate Manager – Climate	1	<p><b>A] Education Qualifications:</b>  <b>Mandatory:</b> Bachelor’s degree equivalent level of education in any discipline. Preferable – Bachelor’s degree in Energy &amp; Environmental Engineering/ Energy Engineering / Environmental Management/ Environmental Engineering/ Climate Change Energy Management etc., from a recognized university or institute.</p> <p><b>Desirable:</b> Postgraduate in Environment, Energy, Climate Change and related fields or equivalent qualification from a recognized University/Institution.</p> <p><b>B] Post Qualification Experience</b></p> <ul style="list-style-type: none"> <li>• Minimum 5 years’ experience in the area of sustainable development, energy efficiency, climate change, etc.</li> <li>• Minimum 2 years’ experience in working with Multilateral / Bilateral / International agencies / Climate Funds like (GCF, KfW, AfD, ADB, JICA etc) or handled sustainability projects with these types of agencies is <b>mandatory</b>.</li> <li>• National institutions / government departments where climate change &amp; sustainability projects were handled / experience with consultancies working in the climate space is <b>preferable</b>.</li> <li>• Experience of working in Externally Aided Projects with national level specialized institutions is desirable.</li> <li>• Knowledge of Bilateral/Multilateral Development Agencies (like World Bank, IFC) safeguard policies on Environment and Social is highly desirable.</li> <li>• Must have excellent communication, report writing and drafting skills with advanced knowledge of MS Excel and financial modelling.</li> <li>• Self-driven with a high degree of responsiveness and pro-activity.</li> </ul>

### Gross Emoluments / Monthly Remuneration

The indicative remuneration of the specialized resource person proposed to be hired are given below:

Position	No. of Vacancy	Gross Monthly consultation fee/ Remuneration [Maximum]*	Age Criteria
Associate Manager – Finance & Accounting	1	INR 150,000	Age should not be more than 35 years (as on 31.03.2026)
Office Manager	1		
Associate Manager – E Mobility	1		
Associate Manager – Renewable Energy	1	INR 250,000	Age should not be more than 40 years (as on 31.03.2026)
Associate Manager – Procurement	1		
Associate Manager - Monitoring and Evaluation	1		
Associate Manager – Environment & Social Safeguard	1		
Associate Manager – Climate	1		

Note: The vacancies as indicated above are subject to increase / decrease or cancellation on the sole discretion of SIDBI. The above positions are purely on consultation contract basis. The consultants shall submit their monthly invoice for the services provided during the month and accordingly the payment shall be made after deduction of applicable taxes.

**\*Monthly consultation fee / remuneration [Gross]**

- The monthly consultation fee / remuneration will be subject to negotiation based on existing profile, overall experience, existing remuneration/CTC and skill set of the identified shortlisted candidate as per the decision of the interview committee. The maximum cap for each position is as indicated in table above.
- Allowances towards travelling / halting, in case of outstation tours / local tour, as applicable to the Grade A officer of SIDBI shall be applicable as per norms of SIDBI.

**Roles & Responsibilities**

Broad roles and responsibilities of the Resource Person(s) are given in **Appendix-I**.

**Note:**

- Initial engagement Period** - The Initial engagement period for all the above posts shall be for a period of 3 Years (subject to annual performance review) and thereafter renewal on an annual basis subject to satisfactory performance for a maximum further period of 1+1 years (maximum 5 years).
- Age Criteria** – Interested Applicants applying for the post should not have the age more than the indicated years in the table above (as on **31.03.2026**).
- Gross Emoluments / Monthly Remuneration**
  - (a) The monthly remuneration indicated in the table above shall be the total CTC per month (all inclusive, including any claim of payments towards Gratuity or

any other benefits applicable to the "Employee" by definition as per the law of land and no additional payments towards any such additional claim/ benefit shall be entertained by SIDBI) and may be lower based on suitability of the candidate in terms of qualifications and experience.

- (b) The remuneration given above for each position shall be negotiable within the maximum indicated cap to identify a suitable & deserving candidate for the positions and shall be decided by SIDBI on merit.
  - (c) No additional payment shall be made except Travelling / Halting allowance in case of outstation tours, as per norms of SIDBI (equivalent to its Grade A officer).
- iv. **Place of Posting/Duty Station** – The Identified resource person(s) will be stationed at SIDBI, Green Climate Finance Vertical (GCFV), New Delhi Office and would be required to make regular visits to project sites. However, the Bank reserve the right to post / transfer the resource to any other location in India.
- v. Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.
- vi. The following category of the applicants shall not be eligible for appointment:
- a. who has previously been dismissed, removed or compulsorily retired, blacklisted by and/or from the service of a corporation or department of a state or central government or a local authority or from an autonomous statutory body or any bilateral / multilateral institutions / agencies, etc.
  - b. who has more than one spouse or who has entered a marriage with any person having a spouse living unless such marriage is permissible under the personal law applicable to the candidate and the other party to the marriage.
- vii. If any document/certificate is issued in a language other than Hindi/English, candidates are required to submit a certified translation of the same in Hindi/ English along with the application and at the time of Interview.
- viii. Training / Teaching period will not be counted as experience. All computations of Age and Post Qualification Experience etc., shall be as on **31.03.2026**. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
- ix. For candidates having experience in more than one organization, any gap period of upto 15 days between date of relieving from one organization and date of joining the other organization shall be counted as experience.
- x. Any Clarifications/ Date Extension/ Addendums etc. will be posted on SIDBI website viz. <https://www.sidbi.in/en/careers> and no individual communication will be sent. Posting on the website would be deemed as if SIDBI having communicated to all prospective Candidates. Information regarding this recruitment process shall be made available in the career section of SIDBI website. Applicants are advised to check the website periodically for updates.
- xi. **On successful completion of every year of engagement, the contract personnel would be eligible for annual increment at the rate of upto 10% during subsequent year of engagement subject to periodic review & satisfactory performance as decided by SIDBI.** In the event, SIDBI found that the performance of the candidate is not satisfactory or there is no need for continuing with the position based on the projects being implemented, the service of the existing personnel / candidate shall stand over and contract shall stand terminated without obligations to giving any reasons for the same.
- xii. **Notice Period** – The selected resource person(s) shall be required to serve the notice period of minimum 3 months from the date of submission of resignation for 1<sup>st</sup> year of engagement and thereafter to serve the notice period of minimum 2 months from

the date of submission of resignation. SIDBI can terminate the contract by giving a 1 month notice to the resource person.

- xiii. **Service Bond** – The selected resource person will be required to execute a Service Bond undertaking to serve the SIDBI for a period of at least 1 years or to pay SIDBI a sum equivalent to 3 months gross emoluments in case he/she leaves SIDBI before the completion of 1 year service period (subject to not serving the minimum notice period of 3 months). SIDBI reserves the right to terminate the resource(s) from employment by giving 1 month notice at its sole discretion, without any justification / reasoning.
- xiv. SIDBI reserves the right to cancel / restrict / enlarge / modify / alter the recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason thereafter. The vacancies notified may vary and operation of panel will depend on requirement.
- xv. SIDBI reserves the right to raise or lower the qualifying standards/Age in any stage of the selection process depending on availability of sufficient number of candidates.
- xvi. No correspondence will be entertained from candidates not shortlisted/ not selected.

### **Important Instructions**

- i. **The candidate can apply for only one position and not more than one application should be submitted in the prescribed application format attached at **Appendix-II. Applications Received by the same applicant for more than 1 position shall not be considered.****
- ii. The application must be signed by the applicant and should be accompanied by self-attested photocopies of relevant certificate(s)/ documents in support of proof of age, educational qualification, work experience, etc. Interested candidates may kindly note that an application not accompanied by photocopies of relevant certificate(s)/ documents mentioned in the application form or not in prescribed format or not signed by the candidate or incomplete in any respect or received after due date will not be entertained under any circumstances.
- iii. Candidates shortlisted for interview shall have to mandatorily produce all certificates in original for verification at the time of interview or as decided by SIDBI.
- iv. Shortlisted candidates will have to attend the interview at their own cost and no expenses shall be reimbursed in this regard.
- v. Interviews could be conducted through Web meetings (MS Teams). In such case, Original Certificates of the candidates shall be verified who are selected for the position at a mutually agreed date and time or as decided by SIDBI.
- vi. It may be noted that if, at any stage, it is discovered that an attempt has been made by the applicant to wilfully conceal or misrepresent the facts, his candidature will be summarily rejected or his employment terminated.
- vii. Self-attested scanned copies of following documents should be attached (File type should be .jpg/.png/.pdf and should not exceed as per email permission limit):
  - As per the prescribed application format
  - Proof of Date of Birth (Tenth Class Certificate/ Birth Certificate)
  - Documents related to Essential Qualification (Pass certificate & Mark sheets showing class/ division/ CGPA/ percentage, mode, duration along with specialization) \*. If Class/ Division and percentage is not indicated in the Certificate or Mark sheet, the applicant shall submit the conversion formula for

- deriving CGPA to percentage equivalence from the concerned University/Institution, failing which the application is liable to be rejected.
- Documents related to Other Qualifications (Pass Certificate and Mark sheets)
  - Documents related to experience such as: (present as well as all previous employment/s) starting from current employment in descending order\*
  - Appointment order/ joining order
  - Experience Certificate: Proof of experience indicating post held, period of service, pay scale/ emoluments & area of experience (In respect of PSU/ Govt. employees indicating revised as well as pre-revised pay scales with period details)
  - Pay Certificate from concerned organization (Govt./ Public/ Private sector) in support of experience in relevant pay scale/ emoluments. Documentary evidence for annual CTC or pay slips for last 3 months, certificate from employer etc.
  - Relieving Certificates (in case of experience with more than one organization)
  - Orders of the company where the applicant is working presently clearly indicating executive grades & pay structure of the organization and position of the applicant in the hierarchy for relevant experience
  - Relevant experience in the form of office orders/ office memorandums/ transfer orders/ work allocation orders/ experience certificate etc.

*\*All requisite documents pertaining to each educational qualification and each employment/ experience should be merged into a single file. File type should be .jpg/.png/.pdf)*

- viii. Candidates are NOT required to submit hard copy of application form. To avoid last minute rush, the candidates are advised to submit the application in a timely manner well in advance. SIDBI will not be responsible for network issues/ technical glitches/ servers' issues etc.

Duly filled and signed application form is to be submitted to Green Climate and Finance Vertical [GCFV], Small Industries Development Bank of India [SIDBI], New Delhi on or before the last date & time of application by e-mail only with the subject - "Application for the post of ..... " (Advertisement No.: GCFV/30032026/OUT/72754 dated April 01, 2026)". E-mail address for submission of the applications are as under:

- [gcfv@sidbi.in](mailto:gcfv@sidbi.in)
- [nidhik@sidbi.in](mailto:nidhik@sidbi.in)
- [supriyaminz@sidbi.in](mailto:supriyaminz@sidbi.in)

- ix. The deadline for submission of the Application (by email) is **30<sup>th</sup> April 2026 [23:59 hrs]**

## APPENDIX-I

### 1. DURATION

- 1.1. The resource person(s) shall be engaged on full-time contractual basis for various projects / green initiatives being done by SIDBI. The Initial engagement period for all the above posts shall be for a period of 3 Years (subject to annual performance review) and thereafter renewal on an annual basis subject to satisfactory performance for a maximum further period of 1+1 years (maximum 5 years).

### 2. LEAVE DETAILS

The resource person(s) shall be eligible for leave as under:

- 2.1 Leave@ 1.5 per month will be credited into the account of the applicant, with a maximum 18 Leaves in a year. Additionally, public holidays & Saturdays /Sundays would not be combined with leave in a manner that results in a total absence of more than ten days at one go. In case total absence from office is more than 10 consecutive days, then all intervening public holidays & Saturdays/ Sundays) shall also be treated as leave.
- 2.2 No Leave can be availed before completion of initial 03 months of service. The unutilized leaves in a particular year will not accumulate and will not be carried forward.
- 2.3 If the resource person leaves the job during the contract period, the un-availed CL shall not be adjusted and will stands lapsed.

### 3. INDICATIVE GENERAL CONDITIONS

- 3.1 During the contract period, the service conditions of the candidate including place of posting within SIDBI/ associate institutions would be as decided by SIDBI from time to time.
- 3.2 Selection would be by way of personal interview to be held at New Delhi before a Selection Committee. SIDBI will undertake a preliminary screening of the applications for preparing, if necessary, a shortlist of eligible candidates to be called for interview. Thus, merely fulfilling the requirements would not automatically entitle any candidate to be called for interview. The date of interview will be advised to the shortlisted candidates in due course.
- 3.3 Selected candidate(s) will have to enter into an agreement with SIDBI governing terms of engagement and services.

#### Indicative General Roles and Responsibilities of the positions (to the extent applicable)

##### **4.1 Associate Manager – Finance & Accounting**

The Associate Manager - Finance & Accounting will be expected to deliver the following such as but not limited to:

- a) All Accounting Operations
- b) Reporting: Managing Subsidiary Ledger and general ledger, journals, and generating accurate, timely MIS reports.
- c) Compliance & Audit Support: Ensuring adherence to statutory regulations (GST/ TDS) and managing internal/ external audits.
- d) Monitoring budget, tracking cost/ expenses and analysis.

##### **4.2 Office Manager**

The Office Manager will be expected to deliver the following such as but not limited to:

- a) To oversee Management and related aspects of the projects being managed/ implemented including bilateral/ multilateral financed projects.
- b) To ensure the compliance of the Bilateral/ Multilateral financed Program with the applicable standards (IFC PS).
- c) Closely follow up the integration of safeguard assessment information and completion of safeguards self-screening Checklist during the project/program development process.
- d) Assist SIDBI and stakeholders (MSMEs, ESCOs, Banks/NBFCs, Bilateral / Multilateral Partners, Ministries, etc.) in identifying potential risks and adverse impacts on E&S sustainability and safeguards and advise them for E&S aspects, particularly involuntary resettlement, indigenous People, labour issues, mitigation plans, and institutional development strategies.
- e) To assist in preparing and implementing several mitigation measures, prepared per the screening reports and the E&S Policy / Framework related requirements.
- f) To devise and ensure prudent means to address the E&S safeguard issues which would be used as a risk based E&S approach, considering the country environmental standards and safeguard policies and formulation of E&S management framework, including (i) Establishing effective institutional management mechanisms inter alia, integration of basic E&S management protocols and ensuring mandatory site-specific E&S due diligence as part of proposals for energy efficiency improvement (the Detailed Project Reports), integration of E&S considerations in credit and risk appraisals, etc. (ii) Focused Monitoring and Evaluation mechanism, to ensure compliance with E&S safeguards.
- g) To ensure each project supported is compliant with "E&S Guidelines / Laws" and applicable international standards, as per the financing agreements with bilateral / multilaterals / partner agencies.
- h) To ensure that project reports submitted by the implementing agency confirm status of regulatory compliance of respective Host Entities.
- i) To undertake secondary research and develop sectoral E&S profile, do's and don'ts, do it yourself tool kits, case studies etc. such that E&S is seamlessly integrated.
- j) Prepare reports (monthly, quarterly, and annual, field monitoring) on the safeguard risks with appropriate actions (including environmental co-benefits) for all sub-projects and ensure that timely measures are taken.
- k) To prepare project-specific E&S screening reports and ensure that all the mitigation measures are approved.
- l) Developing a "Gender Strategy" to inform and promote gender equality and management of Gender Based Violence Risks (especially Sexual Exploitation and Abuse) in "Green Operations" of the Bank. Screening projects to identify projects at risk for sexual exploitation and abuse and develop and implement recommendations and interventions to address these risks.
- m) Closely provide assistance and deliver capacity building training to various stakeholders in the ecosystem viz. MSMEs, ESCOs, PFIs/NBFCs/MFIs, Banks, Ministry Officials, Banks staff/officers, Industry Associations, etc., as needed, to close knowledge/skill gaps and minimize the likelihood of adverse impacts.
- n) Undertake regular field visits for environmental and social investigation for project financing (supply side) to assess E&S compliance to protect from reputational risk arising out of environmental and social issues.
- o) Strengthen the Grievances Redressal Mechanism (GRM) at SIDBI by ensuring multiple channels for uptake, upkeep, and tracking of all the grievances. Undertake regular training of the clients on GRM. Participate in social screening activities as well as review of GRM as per the ESMS

- and the applicable standards/policies of SIDBI to meet the project requirements.
- p) Develop a strategy to build capacity within SIDBI to understand all aspects of the E&S and effective integration of E&S due diligence as part of credit and reputational risk management of SIDBI lending operations.
  - q) To review E&S audits reports submitted by third party external agencies and provide inputs/suggestions as per E&S Policy / Framework / Guidelines.
  - r) To examine the implementation methodology related to E&S aspects adopted by various Consultants hired under the Project for smooth and effective implementation of the Project in line with its objectives.
  - s) To develop a suitable monitoring mechanism to ensure flow of proper information / data at regular intervals, design and develop formats of various progress and other reports, log frame, etc. for continuous and effective monitoring of the various activities related to E&S safeguards.
  - t) To analyze various progress reports as against the envisaged deliverables as also the overall project objectives and shall submit his/her comments along-with suggestions for improvements / corrective actions required, if any.
  - u) To facilitate and support in commission of independent third-party agencies to independently monitor and document the environmental co-benefits as an outcome of implementation of EE project proposals.
  - v) Any other emergent/ aligned work that may be entrusted upon by the Bank related to the theme or development of green enterprise eco system.
  - w) All other works as assigned, satisfying the requirements of the team.

#### **4.3 Associate Manager - E Mobility**

The Associate Manager - E Mobility will be expected to deliver the following such as but not limited to:

- a) Support the team in designing and launch of new financial products specifically for electric vehicles and related ecosystem assets, such as charging infrastructure.
- b) Sustain and develop relationships with key stakeholders in the EV ecosystem, including EV OEMs, financial institutions, fleet operators and others.
- c) Coordinate with internal stakeholders for implementation of existing EV Initiatives ensuring compliance with all project related regulations.
- d) Conduct in-depth research and analysis of the EV market, including emerging trends, competitor activity, and regulatory changes and keep updated and also and provide data-driven insights to management team.
- e) Provide technical inputs and capacity-building training as and when required for internal teams and also to external stakeholders on EV financing.
- f) Monitor and achieve business key performance indicators (KPIs) committed to partner organisations, under various EV initiatives. Also identify business opportunities and recommend corrective actions, as required.
- g) All other works as assigned, satisfying the requirements of the team.

#### **4.4 Associate Manager – Renewable Energy**

The Associate Manager - Renewable Energy will be expected to deliver the following such as but not limited to:

- a) To oversee, support & manage renewable energy projects (solar, wind, hydropower, biomass or hybrid projects).
- b) Preparation, review, and vetting of Detailed Project Reports (DPRs) and technical documentation.
- c) Support the team in designing and launch of new financial products specifically for Renewable Energy.
- d) Stakeholder Co-ordination - Act as the primary liaison between internal teams, contractors, and external vendors to expedite deliverables.
- e) Formulate strategic project plans, including timelines, milestones, while monitoring performance.
- f) Ensure adherence to safety protocols (e.g., zero-fatality goals) and industry quality standards (ISO 9001:2015).
- g) Documentation & Reporting - Maintain robust project documentation, prepare progress reports, and analyse data for potential improvement initiatives.
- h) Strategic Analysis - Conduct market research, policy analysis, and prepare project development reports (DPRs) to support business growth.
- i) Implement technical plans, ensuring compliance with safety and quality standards, and analysing performance to minimize delays.
- j) Ensuring adherence to approved DPRs, engineering standards, environmental and statutory norms, safety protocols, operational manuals, and applicable regulatory frameworks.
- k) Monitoring, and management of Solar PV, Wind Energy, and other renewable/ green technology projects.
- l) Site surveys, feasibility assessment, and project execution related to renewable/ green energy initiatives.
- m) Energy-related data collection, analysis, and performance evaluation & monitoring after implementation.

#### **4.5 Associate Manager - Procurement**

The Associate Manager - Procurement shall be attached on full time basis with Green Vertical Team of SIDBI at New Delhi and will be directly responsible for all aspects related to procurement and admin activities as per the project requirement such as but not limited to:

- a) Preparing procurement plans, Request for Proposal (RfP), Tender / Bid documents and facilitating procurement processing.
- b) Ensuring compliance with mandated procurement norms.
- c) Keeping track of all procurement issues, handling procurement related complaints, if any, in accordance with agreed procedures.
- d) Handling issues related to contract enforcement, etc., and establish a proper system of contracts documentation.
- e) To participate and provide inputs during various Implementation Support Missions of Bilateral / Multilateral agencies (like World Bank, etc.) under the overall guidance of SIDBI.
- f) To attend all works related to projects which will include marketing activities, preparing office notes, various reports, coordination with various stakeholders to generate pipeline under various projects / Risk Sharing Facilities, empanelment of FIs as Participating Financial Institutions (PFI) under PRSF.
- g) The Associate Manager - Procurement shall prepare the Terms of Reference (TORs), budgeting, work plan, etc. for various contracts to be awarded under the project.
- h) To actively involved in technical / financial evaluation of the EOIs, bids received / RFPs, hiring of consultants for pipeline generation, monitoring of hired consultants, provide handholding support to different stakeholders including ESCOs and empaneled PFIs, whenever required, provide technical evaluation report to PFIs, etc.

- i) The Associate Manager - Procurement shall examine the implementation methodology adopted by various Consultants hired under the Projects for smooth and effective implementation of the Project in line with its objectives.
- j) The Associate Manager - Procurement shall be actively involved in awareness creation, training and capacity building on procurement aspects.
- k) The Associate Manager - Procurement shall undertake contract management including follow up and monitoring activities required for various contracts executed under the Projects.
- l) The Associate Manager - Procurement shall develop a suitable monitoring mechanism to ensure flow of proper information / data at regular intervals, design and develop formats of various progress and other reports, log frame, etc. for continuous and effective monitoring of the various activities undertaken by the Consultants hired / to be hired under the Projects.
- m) The Associate Manager - Procurement shall analyse various progress reports as against the envisaged deliverables as also the overall Project Objectives and shall submit their comments along-with suggestions for improvements / corrective actions required, if any.
- n) The Associate Manager - Procurement shall be responsible for developing and putting in place an effective Management Information System (MIS) mechanism for reporting the progress to the senior management of SIDBI, World Bank, etc. at regular intervals.
- o) The Associate Manager - Procurement shall identify and analyze linkages and externalities (Environmental and Social Impacts) of projects supported under PRSF.
- p) The Associate Manager - Procurement shall analyse, guarantee claims of PFIs and recommend the same for settlement as per PRSF guidelines after conducting Measurement & Verification (M&V) study.
- q) The Associate Manager - Procurement shall collaborate with Industry, financing agencies, government officials and leverages their efforts where appropriate in addressing problems of energy sector and Project.
- r) The Associate Manager - Procurement shall be responsible for managing the financial aspects and complying with audit observations of the programs / projects.
- s) Any other emergent/ aligned aspects related to the theme or development of green enterprise eco system.
- t) To identify their targets for each year broken into quarterly targets and report the achievements on monthly basis.

#### **4.6 Associate Manager - Monitoring and Evaluation**

The Associate Manager - Monitoring and Evaluation will be expected to deliver the following such as but not limited to:

- a) Carry out analysis of the existing monitoring and evaluation system and frameworks of GCF related to climate change projects and programs, including data collection, analysis, and reporting mechanisms.
- b) Preparing a detailed monitoring and evaluation plan for GCF's climate change projects and programs, including the development of monitoring tools and the establishment of baseline data.
- c) Preparing regular monitoring reports, including progress reports and periodic evaluations of GCF/SIDBI's climate change projects and programs, highlighting the progress, achievements, and challenges faced.
- d) Documentation of best practices, lessons learned, and recommendations for improvement in the design and implementation of GCF's climate change projects and programs.

- e) Develop a strategy on how the results/potential indicators are identified, how to devise the means of verification.
- f) Developing a strategy to identify how progress will be measured against those strategies and towards those objectives.
  - ❖ tools to measure, evaluate and effectively report whether progress is being made
  - ❖ Understand why progress is (or is not) being made
  - ❖ Identify how performance can be improved.
- g) Develop the core and supplementary indicators, baseline which are - Specific, Measurable, Achievable, Relevant and Time-bound for an effective roll out of the interventions and subsequent concurrent monitoring and evaluation exercises in line with the relevant GCF Standards.
- h) Help to quantify the ex-post GCF investment to the rolled-out programme based on the specific tool to calculate the Social/Economic Return on Investment.
- i) To co-ordinate with the consultancy firm being hired for developing the IRMF training modules.
- j) Conducting field visits to project sites to monitor the progress and performance of the projects and programs, and to verify the accuracy and completeness of the data collected.
- k) Analyzing and interpreting the monitoring and evaluation data collected and preparing periodic reports to GCF, SIDBI Mangers, Project Proponents, Executing Entity highlighting the progress, achievements, and challenges experienced.
- l) Ensure the effective dissemination of training through conducting training sessions/workshops with the participants. The experts/consultants shall be required to provide training and build capacities of SIDBI, Executing Entity, Project Proponents, and other stakeholders etc.

#### **4.7 Associate Manager – Environment & Social Safeguard**

The Associate Manager - Environment & Social Safeguard will be expected to deliver the following such as but not limited to:

- a) To oversee Environment and Social Safeguard (E&S) Management and related aspects of the projects being managed /implemented including bilateral / multilateral financed projects.
- b) To support the management and implementation of the E&S Management System (ESMS) and coordinate with other SIDBI teams on the management of the Environmental and Social (E&S) aspects. To comply with the provisions of the Environment & Social Commitment Plan (ESCP) agreed upon by SIDBI with bilateral / multilateral partners.
- c) To ensure compliance of the Bilateral / Multilateral financed Program with the applicable standards (IFC PS).
- d) Ensure E&S due diligence and risk categorization of sub-proposals, following the ESMS requirements and ensure appropriate mitigation measures.
- e) Develop specific covenants/mitigation measures to be included in the ESCP / E&S Policy to be complied by the borrowers and monitor their implementation Support, if necessary
- f) Regular updation / improvement of the E&S policy / ESMS as needed with labour aspects within SIDBI
- g) Closely follow up the integration of safeguard assessment information and completion of safeguards self-screening Checklist during the project/program development process.
- h) Assist SIDBI and stakeholders (MSMEs, ESCOs, Banks/NBFCs, Bilateral / Multilateral Partners, Ministries, etc.) in identifying potential risks and

adverse impacts on E&S sustainability and safeguards and advise them for E&S aspects, particularly involuntary resettlement, indigenous Peoples, labour issues, mitigation plans, and institutional development strategies.

- i) To assist in preparing and implementing several mitigation measures, prepared per the screening reports and the E&S Policy / Framework related requirements.
- j) Devise and ensure prudent means to address the E&S safeguard issues which would be used as a risk based E&S approach, considering the country environmental standards and safeguard policies and formulation of E&S management framework, including
  - ❖ Establishing effective institutional management mechanisms inter alia, integration of basic E&S management protocols and ensuring mandatory site-specific E&S due diligence as part of proposals for energy efficiency improvement (the Detailed Project Reports), integration of E&S considerations in credit and risk appraisals, etc.
  - ❖ Focused Monitoring and Evaluation mechanism, to ensure compliance with E&S safeguards.
- k) To ensure each project supported is compliant with "E&S Guidelines / Laws" and applicable international standards, as per the financing agreements with bilateral / multilaterals / partner agencies.
- l) To ensure that project reports submitted by the implementing agency confirm status of regulatory compliance of respective Host Entities.
- m) To undertake secondary research and develop sectoral E&S profile, do's and don'ts, do it yourself tool kits, case studies etc. such that E&S is seamlessly integrated.
- n) Prepare reports (monthly, quarterly, and annual, field monitoring) on the safeguard risks with appropriate actions (including environmental co-benefits) for all sub-projects and ensure that timely measures are taken.
- o) To prepare project-specific E&S screening reports and ensure that all the mitigation measures are approved.
- p) Developing a "Gender Strategy" to inform and promote gender equality and management of Gender Based Violence Risks (especially Sexual Exploitation and Abuse) in "Green Operations" of the Bank. Screening projects to identify projects at risk for sexual exploitation and abuse and develop and implement recommendations and interventions to address these risks.
- q) Closely provide assistance and deliver capacity building training to various stakeholders in the ecosystem viz. MSMEs, ESCOs, PFIs/NBFCs/MFIs, Banks, Ministry Officials, Banks staff/officers, Industry Associations, etc., as needed, to close knowledge/skill gaps and minimize the likelihood of adverse impacts.
- r) Undertake regular field visits for environmental and social investigation for project financing (supply side) to assess E&S compliance to protect from reputational risk arising out of environmental and social issues.
- s) Strengthen the Grievances Redressal Mechanism (GRM) at SIDBI by ensuring multiple channels for uptake, upkeep, and tracking of all the grievances. Undertake regular training of the clients on GRM. Participate in social screening activities as well as review of GRM as per the ESMS and the applicable standards/policies of SIDBI to meet the project requirements.
- t) Develop a strategy to build capacity within SIDBI to understand all aspects of the E&S and effective integration of E&S due diligence as part of credit and reputational risk management of SIDBI lending operations.

- u) To review E&S audits reports submitted by third party external agencies and provide inputs/suggestions as per E&S Policy / Framework / Guidelines.
- v) To examine the implementation methodology related to E&S aspects adopted by various Consultants hired under the Project for smooth and effective implementation of the Project in line with its objectives.
- w) To develop a suitable monitoring mechanism to ensure flow of proper information / data at regular intervals, design and develop formats of various progress and other reports, log frame, etc. for continuous and effective monitoring of the various activities related to E&S safeguards.
- x) To analyze various progress reports as against the envisaged deliverables as also the overall project objectives and shall submit his/her comments along-with suggestions for improvements / corrective actions required, if any
- y) To facilitate and support in commission of independent third-party agencies to independently monitor and document the environmental co-benefits as an outcome of implementation of EE project proposals.
- z) Any other emergent/ aligned work that may be entrusted upon by the Bank related to the theme or development of green enterprise eco system.

#### 4.8 Associate Manager – Climate

The Associate Manager - Climate will be expected to deliver the following such as but not limited to:

- a) The Associate Manager - Climate shall be attached on full time basis to Green Climate Finance Vertical of SIDBI at New Delhi or any other location at the discretion of SIDBI and will be responsible for increasing the portfolio of projects in the area of green climate, energy efficiency and sustainable development.
- b) The Associate Manager - Climate shall explore potential engagement areas / projects in the area of green climate, energy efficiency and sustainable development and shall develop and formulate the ideas into actionable concept notes and funding proposals along-with financial and economic modelling, etc. in accordance with the requirements of SIDBI as well as other institutions / regulatory bodies / think tanks including multilateral and bilateral institutions.
- c) The Associate Manager - Climate shall prepare the Terms of Reference (TORs), budgeting, work plan, etc. for various contracts to be awarded by the Vertical. The expert shall supervise and also provide written inputs into the various reports submitted by the Consultancy firms hired for baseline assessment, feasibility studies, impact assessment, best market practices, etc.
- d) The Associate Manager - Climate shall be responsible for implementation, supervision, monitoring, evaluation and reporting of technical, operational and financial aspects of the projects undertaken by the Vertical. The expert shall be responsible for ensuring compliance with Standards, Policies and Procedures of projects undertaken by the Vertical as per the requirement of the concerned donor agency.
- e) The Associate Manager - Climate shall be responsible for developing and putting in place an effective Management Information System (MIS) mechanism for reporting the progress, record keeping to the senior management of SIDBI. at regular intervals as well as ensuring proper record keeping. The expert shall analyse various progress reports as against the envisaged deliverables as also the overall Project Objectives and shall submit comments along-with suggestions for improvements / corrective actions required, if any.

- f) The Associate Manager - Climate shall be able to identify, analyze and properly document the benefits as well as environmental, social and other impacts of the projects.
- g) The Associate Manager - Climate shall be actively involved in awareness creation, training and capacity building activities to the MSMEs / Banks / FIs / NBFCs officials including SIDBI employees, other partners and stakeholders and shall also develop suitable training modules / workshop material for the same.
- h) The Associate Manager - Climate should have expertise in drafting and developing project reports, research papers, talking points, conference /seminar proceedings, compendium, etc.
- i) The Associate Manager - Climate should have expertise in developing theme presentation for the benefit of variety of stakeholders including govt. officials, bilateral / multilateral institutions, international agencies actively involved in the field of Climate Change, Green Finance, Sustainable Development Goals, etc.
- j) Any other responsibility assigned from time to time.

**APPLICATION FORM**

**Post Applied for**

**[choose & tick (✓) any one of the following and strike off (X) remaining]**

Associate Manager – Finance & Accounting	
Office Manager	
Associate Manager – E Mobility	
Associate Manager – Renewable Energy	
Associate Manager – Procurement	
Associate Manager - Monitoring and Evaluation Procurement Officer	
Associate Manager – Environment & Social Safeguard	
Associate Manager – Climate	

Paste your recent photograph here

*Note: Applicant can apply only for One Position*

**FILL ALL THE INFORMATION IN BLOCK LETTERS**

**(Before filling in Application Form, please read carefully all the General Instructions contained in the detailed advertisement)**

**1. NAME IN FULL** (Surname first) (leave one box blank between two parts of your name)  
Shri / Smt./ Kum [as it appears on your educational certificate]


**2. FATHER'S / HUSBAND'S NAME** (Surname first) (indicate appropriately by tick mark)  
(leave one box blank between two parts of your name)


**3. ADDRESS FOR CORRESPONDENCE** (leave one box blank between two parts of the address)

STATE											PIN CODE						

**4. CONTACT INFORMATION**

E - MAIL ADDRESS																
MOBILE NUMBER																
TELEPHONE NUMBER																
STD CODE																

**5. PERMANENT ADDRESS** (leave one box blank between two parts of the address)

<b>STATE</b>		<b>PIN CODE</b>	

**6. DATE OF BIRTH**

<b>DD</b>			<b>MM</b>			<b>YYYY</b>				
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**7. Age as on March 31, 2026**

<b>DAYS</b>			<b>MONTHS</b>			<b>YEARS</b>		
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**8. BIRTH PLACE**

<b>STATE</b>	
<b>DISTRICT</b>	
<b>PLACE</b>	

**9. NATIONALITY:** \_\_\_\_\_

**10. INDICATE BY TICK MARK IN APPROPRIATE BOX.**

**(I) GENDER:**

<b>MALE</b>	<b>FEMALE</b>

**(II) MARITAL STATUS**

<b>SINGLE</b>	<b>MARRIED</b>

**11. Languages known (please tick appropriate column)**

Name of Language	Read	Write	Speak

**12: CURRENTLY EMPLOYED:** Indicate Yes/ No \_\_\_\_\_

**13. EXPECTED REMUNERATION:** ₹ \_\_\_\_\_

(Mention expected consolidated monthly remuneration in Indian Rupees as per the Detailed Advertisement)

**14. NOTICE PERIOD FOR JOINING:** \_\_\_\_\_ Days

(Mention notice period in months/days required to join SIDBI)

**15. EDUCATIONAL QUALIFICATIONS as on last date of Application (10<sup>th</sup> onwards)**

Examination Passed	Name of University /Institution	Subject details	Month & Year of passing	Percentage Marks obtained	Class / Division

**Note:**

(i) Please attach a separate sheet, if the space above is insufficient.

(ii) *Self Attested photocopies of certificates / mark sheets / degree / diploma etc. in respect of educational qualifications must be attached with the application form.*

**16. Any other relevant certifications**

Type of Certification	Year of issuance	Issuing Authority	Certificate no. and validity up to

Please provide Self Attested copies of certificate(s)

**17. PARTICULARS OF EXPERIENCE (Last Date of Application) (starting from present employment)**

Name & Address of the Organisation	Post Held	Period of Service (please give dates)		Length of Service		Nature of duties performed in brief	Monthly Remuneration in ₹	Reasons, for leaving the job
		From	To	Yrs.	Months			


**Note:**

- (i) Please attach a separate sheet, if the space above is insufficient.
- (ii) *Self Attested copies of Experience Certificate(s) giving details such as designation, period, nature of duties performed etc., must be enclosed with the application form. In the absence of the above, the application is liable to be rejected.*

**18.** Please furnish details of two references of Industry experts who know you well and can certify your credentials-

i. Name & Designation: ----- ii. Address: ----- iii. Contact No.: -----	i. Name & Designation: ----- ii. Address: ----- iii. Contact No.: -----
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**19.** Please provide information on your previous assignments undertaken with multilateral agencies, if any. (not more than 250 words) - **Please attach separate sheets**

**20** Please share brief on your marketing capabilities and liasoning work with various stakeholders viz. Banks/FIs, Government Departments and Multilateral agencies, Industries, MSMEs and ESCOs. (not more than 250 words) - **Please attach separate sheets**

**21.** Please confirm that you have not been debarred, terminated, blacklisted from any organisation - **Please attach separate sheets**

**22.** Whether you have any experience of working with Banks/FIs/NBFCs and MSMEs- If yes, give details - **Please attach separate sheets**

**23.** Please provide your experience in monitoring and evaluation - **Please attach separate sheets**

**24.** Please provide your experience in Energy / Environment & Social/Climate (Mitigation, Adaptation)/ E-Mobility/Waste Management/Circular Economy projects - **Please attach separate sheets**

**25.** Please provide experience of high-level dialogue with governments, financial institutions, development agencies and other stakeholders in the sector / sub-sector - **Please attach separate sheets**

**26.** Please provide demonstrated experience of working closely with/for utility companies, ESCOs, RESCOs, energy engineering consulting firms, and/or financial institutions - **Please attach separate sheets**

**27.** Please explain about your capabilities and expertise for this position (not more than 250 words) - **Please attach separate sheets**

**28.** Any other relevant information, which is in line with the objective of applied position (not more than 250 words) - **Please attach separate sheets**

**29. Self Attested photocopies of your CV, relevant identity proof (e.g. PAN Card, Voter Card, Aadhaar Card, Passport) and proof of residence (e.g. Voter Card, Aadhaar Card, Passport) must be attached with the application form.**

**30. DECLARATION:**

I hereby certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief and nothing material has been concealed therefrom. I understand that if at any time during the process of recruitment / selection / subsequent service in the Bank, it is found that any information / statement / data given in this application is false / incorrect / any material fact suppressed **OR** I do not satisfy the minimum eligibility criteria as stipulated in the advertisement for the post applied for, my candidature / appointment is liable to be cancelled / terminated forthwith without giving any notice or reasons thereof. I am willing to serve in any of the office / department / associate / subsidiary of the Bank at various places from time to time. I am aware that Bank has a right to transfer me in my existing capacity to any part of the country and / or to any job position from time to time at its sole discretion and such decision of the Bank shall be final and binding on me. I also undertake to abide by all the terms and conditions of the advertisement given by the Bank. I further declare that I have read and fully understood all the General Instructions contained in the advertisement and undertake to abide by the same.

**DATE:** \_\_\_\_\_

**FULL NAME:** \_\_\_\_\_

**PLACE:** \_\_\_\_\_

**SIGNATURE OF CANDIDATE**

\*\*\*\*\*