



"Agriculture Insurance Company of India Ltd., New Delhi is a speciality Crop Insurance company implementing the Central and State Government sponsored Crop Insurance Schemes.

The Company is inviting applications for engagement as **State Coordinators in various states** on contractual basis, initially for a period of 1 year, to be further extended annually as per requirement of the company and subject to performance evaluation of the candidate

ELIGIBILITY CONDITIONS AS ON 01.09.2020

ESSENTIAL QUALIFICATION: Candidates having Graduation in any discipline from recognized university.

ESSENTIAL EXPERIENCE : Minimum 10 years post qualification working experience in General Insurance which should include minimum 3 years experience in Pradhan Mantri Fasal Bima Yojana (PMFBY) / Weather Based Crop Insurance Scheme (WBCIS) as a Cluster or State Head.

ADDITIONAL QUALIFICATION: Preference would be given to candidates having MBA / Diploma in Agri-Business Management.

DESIRABLE : Must have knowledge of Hindi, English and Regional languages. Candidate should be proficient in Computer usage and MS – Office (Word, Excel, Powerpoint etc.) Candidate should have good communication & Coordination skills with ability to lead a team of 100 to 200 field level personnel.

AGE : Not more than **40 years** as on 01.09.2020.

JOB LOCATION :

- State Capitals.
- Immediate requirement for the State of Madhya Pradesh.

TERMS OF CONTRACT: The important terms are as under:

- The Contract period will initially be for a period of **one year** which can further to be further extended annually as per requirement of the company and subject to performance evaluation of the candidate
- The contract can be terminated by giving 60 days' notice from either side at any time during the contract period without assigning any reason thereof.
- The contractual engagement shall have no legal right to claim for regular absorption either during the period of contract or any time after the expiry of the contract.

REMUNERATION:

- Monthly remuneration will be a fixed amount (All inclusive of travel, accommodation, mobile, internet and conveyance expenses)
- The remuneration would be negotiable as per the prevailing market standards for a similar kind of job as also based on experience / qualification/suitability of the candidate.

JOB DESCRIPTION: The scope of work is given hereunder and is not exhaustive but indicative only and the company reserves the right to assign any other work related to the Company's requirements. The work will entail the following:

- i. Controlling and monitoring District Managers and field supervisors and claim management agencies engaged by the Company in the State for business development, claims management and loss assessment purpose on day to day basis.
- ii. Liaising with State Govt. officials at State / District / Tehsil level and liaising with other stake holders especially Financial Institutions and marketing intermediaries.
- iii. Development of a comprehensive target-oriented business plan in agriculture and allied lines followed by execution of the plan through various activities viz. marketing and publicity related to the business of Crop Insurance & other allied insurance products of the Company in the State.

- iv. Target oriented proactive claim management and loss assessment activities in the State as per direction of the Company from time to time.
- v. Analysis and reporting of various critical information viz. sowing progress, crop / weather condition or any other information which are integral part of Claim Management.
- vi. Regular reporting of activities to AIC Regional Office / Head Office.
- vii. The job will require extensive travelling within the State.

METHOD OF SELECTION: Selection will be based on shortlisting followed by Group Discussion and/or Personal Interview

- Shortlisting will be done based on the details filled up in the application form and supporting certificates and essential documents in support of the suitability.
- Mere fulfilling minimum qualification and experience will not vest any right in the candidate for being called for Group Discussion and/or Personal Interview.
- Adequate number of candidates as decided by the Company shall be shortlisted based on their academic qualification, work experience as required, knowledge of computers and other preferential criteria of language, age etc. or any other criteria as may be deemed fit by the company at its sole discretion.
- The shortlisted candidates will be called for Group discussion and/or Personal Interview.
- The qualifying marks in the Group Discussion and/or Personal Interview will be decided by the Company.
- Date, time and venue of Group Discussion and/or Personal Interview will be informed to the candidates through Company's Website and/or regd. e-mail id.
- The Company reserves its right to call candidates in ratio vis-à-vis shortlisted candidates as deemed fit depending upon the requirement of the Company and number of applications received etc.

GENERAL INFORMATION:

- Candidates shall send the application (format attached) **ON OR BEFORE 22ND SEPTEMBER 2020** in the name of Dy. General Manager -HR at the Company's address given herebelow with the **SUPERSCRPTION "APPLICATION FOR THE POST OF STATE COORDINATOR for the state of _____"** alongwith all self attested xerox copies of all relevant certificates :

**DEPUTY GENERAL MANAGER
AGRICULTURE INSURANCE COMPANY OF INDIA LIMITED, 5th FLOOR,
PLATE B AND C, NBCC OFFICE BLOCK 1, EAST KIDWAI NAGAR, NEW DELHI -110023**

- Shortlisted candidates shall be informed through e-mail id/mobile number of the date, time and venue for Group Discussion and/or Personal interview.
- Shortlisted candidates called for Group discussion and/or Personal Interview should compulsorily bring all Original Certificates along with one set of self- attested xerox copies of Date of Birth/Matriculation, Educational Qualifications, Computer proficiency, Caste Certificate, Work Experience for verification.
- Candidature will be subject to verification of relevant certificates /documents as a proof of the eligibility criteria to be submitted at the time of Group Discussion and/or Personal Interview.
- In case the candidate called for Group Discussion and/or Personal Interview is found as not satisfying the eligibility criteria and/or has not brought the original certificates, he/she will not be eligible for further selection process of Group Discussion and/or Personal Interview.
- **The candidates may kindly note that any cost incurred by them for attending the Group Discussion and/or Personal interview will not be reimbursed by Company.**
- Canvassing or brining any undue influence in any form will disqualify the candidate
- Candidature of any candidate furnishing incorrect or false particulars or suppressed material information is liable to cancelled at any stage of selection and if detected post selection, his/her selection will be terminated immediately.
- The engaged State Coordinator on contract basis shall not accept any other assignment without obtaining explicit consent from AIC.

- Company reserves the right to amend or alter any of the conditions mentioned above, reject any application/Candidature at any stage or cancel the Personal Interview and/or Group Discussion and/or selection process at any stage without assigning any reason.
- **The decision of the company in all matters regarding eligibility, shortlisting, conduct of Group Discussion and/or Personal Interview and selection would be final and binding on all candidates and no correspondence shall be entertained in this regard.**

DISCLAIMER

The engagement of State Coordinator shall be made on contract basis as per the requirement of the company. The contract may be cancelled or terminated through written intimation by either side by giving 60 days' notice without assigning any reason thereof. The candidates shall not have any legal right for permanency or absorption in the company at any given point of time during the contract or after expiry of the contract.

Date: 02-09-2020

Place: NEW DELHI

(Company is not responsible for any printing errors)

DGM (HR)