

Advt. no. 04/2021

17.11.2021

**Engagement of “Chief Information Security Officer” and “Junior Economist” in PFRDA on contract basis - 2021**

**Pension Fund Regulatory and Development Authority (PFRDA/ Authority)** is a statutory regulatory body established under the *PFRDA Act (23 of 2013)* passed by the Parliament of India with the mandate to promote, develop and regulate Pension sector in India. PFRDA invites applications from Indian citizens for engagement of following posts purely on contract basis:

	Positions
Chief Information Security Officer (CISO)	01
Junior Economist	01

The number of positions is liable to change.

**A. CHIEF INFORMATION SECURITY OFFICER (CISO)**

**NO. OF POSITION: 01**

**REMUNERATION:**

Candidate appointed as **Chief Information Security Officer (CISO)** in PFRDA would draw a consolidated pay of **Rs. 2.50 Lacs** per month (*inclusive of all taxes and other statutory dues*).

No other benefits/ reimbursements except T.A./D.A. (as per rate determined by the Authority) in case of official tour would be admissible other than the consolidated monthly remuneration.

**Note:** Pay as above, would not be a constraint for the right candidate.

**ESSENTIAL QUALIFICATION:**

**(As on 31/10/2021)**

Bachelor's Degree in Engineering (electrical /electronics and communication /information technology/computer science)/Masters in Computer Application / Bachelor's Degree in any discipline with a post graduate qualification (minimum 2 years duration) in computers/information technology

**DESIRABLE QUALIFICATION:**

**(As on 31/10/2021)**

Certifications like CISA, CISM, CISSP, CDPSE, CCSP etc.

**EXPERIENCE:**

**(As on 31/10/2021)**

Total 15+ years of experience in IT with at least 10+ years in the domain of enterprise information security as head of security or CISO or Director of Security in other private or public sector organizations in India

**TECHNICAL SKILLS:**

1. Excellent at technical delivery of security controls across areas like Application Sec, Data Sec, Network Sec, SOC, Threat Intel, Cloud Security etc.
2. Detailed knowledge of the threats, vulnerabilities and attack vectors
3. Experience with cloud computing, elastic computing, containerized/ cloud native applications across various environments
4. Knowledge of various security frameworks ISO27001, ISO 22301, NIST etc.

**NON-TECHNICAL SKILLS:**

1. Expertise in contract and vendor negotiations and management including managed services
2. Excellent written and verbal communication and interpersonal skills
3. Proven leadership with an ability to lead and motivate cross-functional, interdisciplinary teams
4. Innovative thinker and leading with personal integrity

**AGE LIMIT:**

**(As on 31/10/2021)**

Not more than 55 years.

**TENURE:**

The appointment to the post will be on contract basis for a period of three (03) years, extendable thereafter subject to satisfactory review.

The contract can be terminated by either side by giving two (02) months' notice or making payment of two (02) months' pay in lieu thereof, without assigning any reasons therefor.

**TERMS OF REFERENCE:**

**Security Expert –**

1. Define, implement and monitor IT security and IT risk management related policies for PFRDA
2. Anticipate, access and actively managing new and emerging threats related to information security
3. Develop secure business and communication practices
4. Develop enterprise security architecture for various technology solutions implemented on premise or on cloud

5. Manage security incident response teams and conduct electronic discovery and digital forensic investigations
6. Expertise in risk management and auditing
7. Plan for disaster recovery and business continuity ensuring data privacy and availability as per defined policies
8. Define and report on information security related KPIs
9. Organize the preparation of the security status dashboards including presentation to executive management
10. Ensure information security across various devices, networks and infrastructure – physical/ on premises/ cloud etc.
11. Contribute to developing strategic technology roadmap including implementation of cutting-edge technologies for the organization addressing the information security related concerns and viewpoints

**Trusted advisor for business –**

1. Engage with various business teams to align security related initiatives with broader business objectives
2. Embed security and risk management related practices in various business processes

**Build knowledge and awareness –**

1. Develop training materials and Conduct employee awareness and trainings related to information security

**Compliance –**

1. Define information security compliance related requirements for various intermediaries as a regulator
2. Ensure adherence to information security related compliance related requirements

and guidelines defined by government bodies for regulators

3. In-depth experience and proven track record in conceptualizing, implementing, monitoring, and assessing systems compliance to leading industry practices and standards like ISO 27001, NIST, ISO 22301, ITIL etc.

#### Procurement –

1. Select various security related technology solutions and products
2. Participate in technology procurement activities for assessment of cyber security related capabilities of products and vendors

#### People & Vendor Management –

1. Build a capable team of security engineers
2. Mentor and motivate individuals in the cyber security team
3. Manage third party vendor relationships for information security related services

The responsibility of CISO will be not be limited to above mentioned terms of reference and will be dynamic to meet the changing requirements of Government of India and market forces.

#### **B. JUNIOR ECONOMIST**

**NO. OF POSITION: 01**

#### **EDUCATIONAL QUALIFICATION: (As on 31/10/2021)**

Post-Graduation in Economics/ Econometrics/ Developmental Economics / Economic Modelling / Macroeconomics / Applied Statistics / Behavioural Economics from a University recognized by UGC or an Institute established by an Act of Parliament of India.

#### **AGE LIMIT:**

**(As on 31/10/2021)**

Not more than 35 years.

**Note:** PFRDA reserves the right to relax the age limit in deserving cases.

#### **DESIRABLE EXPERIENCE:**

**(As on 31/10/2021)**

Post qualification experience in the field of economics, preferably in the financial sector.

#### **MONTHLY CONSOLIDATED REMUNERATION (in Rs.):**

Years of Post Qualification Experience	Consolidated Monthly Remuneration (Rs.) (Inclusive of all taxes and statutory dues)
0 - 1 year	40,000/-
1 - 2 year	45,000/-
2 - 3 year	50,000/-
3 - 4 year	55,000/-
4 year and more	60,000/-

No other benefits/ reimbursements except T.A./D.A. (as per rate determined by the Authority) in case of official tour would be admissible other than the consolidated monthly remuneration.

#### **TENURE OF CONTRACT:**

The selected candidate would be engaged purely on *contract basis* for a period of three (03) years. The year-on-year continuity of contract shall be subject to satisfactory annual review of candidate's performance. The tenure of contract may be further extended after its expiry depending on requirement and mutual consent of both the parties.

The contract may be terminated by either of the parties without assigning any reason, by

giving two (2) months' notice or payment of two (2) months' remuneration in lieu thereof to the other party.

### **DUTIES & RESPONSIBILITIES:**

The selected candidate is expected to conduct policy research to provide the department with technical assistance on policy analysis and economic thematic work. Also, help develop capacity building on economic analysis principles and methods.

The work includes:

- Collecting and analyzing financial and socioeconomic data.
- Conducting surveys including design of the surveys. Analysis of the data collected through such surveys using various sampling techniques.
- Conducting research in the field of retirement benefit products, retirement benefits, pension coverage, and impact of various factors on pension savings etc.
- Studying the economic impact of laws and regulations.
- Developing statistical and econometric models for studying factors like sustainability, adequacy etc of retirement saving products including NPS, APY.
- Communicating data in the form of presentations, technical reports, and non-technical reports.
- Contributing to in-house and external journals on pension literacy, pension savings etc.

The candidate *inter-alia* in addition to the above is expected to assist in performing Market Watch & Research related tasks like analysis of NPS/ APY data, upkeep of database on NPS/ APY; Preparation of Annual Report of PFRDA; Monthly Pension Bulletins; Co-ordination with FSDC/ FSLRC/ IOPS/ OECD and Inter-regulatory forums etc.

The above duties and responsibilities are only indicative in nature and the selected candidate would be liable to be assigned any other additional duties and responsibilities as may be determined by the Competent Authority from time to time.

### **GENERAL INSTRUCTIONS:**

1. Applications which are incomplete or not as per the specified format, or received after the prescribed date or received without supporting documents in respect of age, educational qualification, experience, etc., as applicable, will be summarily rejected and will not be considered. The candidates are required to submit a brief profile (not exceeding 3 pages) regarding their qualification and experience along with the duly filled application form.

2. The Competent Authority reserves the right to call for additional documents from the candidate, as may be determined, for validating the eligibility by email/ post which will have to be furnished within prescribed timelines. Failure to submit such additional document within the stipulated timelines will result in disqualification of the candidature of the candidate and the application shall be summarily rejected.

3. **Chief Information Security Officer:** Mode of Selection will be Interview. The Competent Authority reserves the right to modify the selection procedure, if deemed fit. Outstation candidates (those based outside National Capital Region) called for interview will be reimbursed 'Y' Class Air fare for the to and fro journey, subject to submission of necessary documentary evidence. In case, where outstation candidates travel by any mode other than air, such candidates shall be reimbursed II AC Rail Fare for attending the interview.

4. **Junior Economist:** Mode of Selection will be Written Test followed by Group Discussion and Personal Interview. The Competent Authority reserves the right to modify the selection procedure at any time, if deemed fit. If necessitated, the Authority reserves the right to shortlist the candidate to be called for Written Test based on his/her educational qualification, experience and profile, etc. Thus, merely fulfilling the eligibility conditions as laid down in the advertisement as regards qualification and experience, would not automatically entitle any candidate to be called for the interview. The Authority reserves the right to raise the minimum standard in respect of qualification and experience in order to restrict the number of candidates to be called for the interview. Outstation candidates called for interview will be reimbursed II class AC rail fare towards to and fro journey, subject to submission of necessary documentary evidence. In case, where outstation candidates travel by any mode other than air, such candidates shall be reimbursed Sleeper Class Rail Fare for attending the interview.
5. Candidates should satisfy themselves about their eligibility for the post applied for. The Authority shall determine their eligibility only at the final stage, i.e. while calling them for written test and interview.
6. The Authority reserves the right to relax any of the eligibility criteria in deserving cases.
7. The Candidate will **NOT** be entitled to permanent (regular) employment in PFRDA at any point of time.
8. Candidates working in Govt. / Quasi Government Organizations/ Regulatory Bodies/ Public Sector organizations, Banks, Financial Institutions and desirous of applying should submit their application along with a valid '**No Objection Certificate (N.O.C)**' issued by their employer so as to reach the address as given at **Point 15** on or before the due date. If selected, the candidate should submit a proper discharge certificate from employer before joining in PFRDA. The terms of contract will be broadly based on the terms and conditions of this advertisement.
9. The Authority reserves the right to cancel the advertisement fully or partly on any grounds without assigning any reasons whatsoever.
10. Canvassing in any form will disqualify the candidature of the candidate.
11. If the candidate is found to be not eligible or knowingly or willfully furnishes incorrect or false particulars or suppresses material information, his/her candidature will be liable to be cancelled at any stage of the selection. If the candidate qualifies in selection process and subsequently it is found that he/she does not fulfil the eligibility criteria, his/her candidature will be cancelled and if engaged, his/her services would be terminated/forthwith without any notice or compensation.
12. Applications received after due date will not be entertained. The Authority takes no responsibility for any delay in receipt of application or loss thereof in postal transit.
13. The decision of Authority in all matters would be final and binding, and no correspondence in this regard would be entertained. Any matter related to the engagement of 'Chief Information Security Officer' or 'Junior Economist' or the procedure for the engagement shall be governed by the Laws of Union of India. Only courts in New Delhi (with exclusion of all other courts) shall have the exclusive jurisdiction to decide or



adjudicate on any matter or dispute which may arise in connection with the selection process.

14. All Notices / Corrigendum / Addendum pertaining to this exercise will be made available on the website of PFRDA at [www.pfrda.org.in](http://www.pfrda.org.in), only and therefore, applicants are advised to regularly visit the website till the exercise is finally over.

**HOW TO APPLY:**

15. Applications should be sent by Ordinary post/ Speed post (without AD) in a cover superscribing “**Application for the post of ‘Chief Information Security Officer’ / ‘Junior Economist’ on contract basis**” to the following address so as to reach latest by and not after, **15 December 2021 (Wednesday)**:

**The General Manager (Admin & HR)  
Pension Fund Regulatory and  
Development Authority (PFRDA)  
B-14/A, Chhatrapati Shivaji Bhawan,  
Qutab Institutional Area,  
Katwaria Sarai, New Delhi – 110016.**

16. Scanned applications along with supporting documents should additionally be sent through email at [recruitment.hr@pfrda.org.in](mailto:recruitment.hr@pfrda.org.in) latest by **15 December 2021 (Wednesday)**.

17. Candidates who satisfy the eligibility norms may apply giving their bio-data strictly in the format given below:



**APPLICATION FOR THE POST OF CHIEF INFORMATION SECURITY OFFICER ON CONTRACT BASIS**

1.Name in full (English-CAPITAL LETTERS)	First Name																						
	Middle Name																						
	Surname																						
2.Father's Name																	Paste Photograph in the box alongside and sign across it						
3. Gender (Please ✓ wherever applicable)	M			F			T																
4. Date of Birth	D	D	M	M	Y	Y	Y	Y															
5. Category (Please ✓ wherever applicable)	SC	ST	OBC	EWS	GEN	PWBD																	
6. Age as on 31.10.2021			Years			Months																	
7. Details of Work Experience as on 31.10.2021																							
Employer Name & address				Designation				Job Profile				Period		Duration									
												From	To	Yrs.	Mnts								
8. Academic Qualification as on 31.10.2021																							
Qualification	Examination			Main Subjects		Year of Passing	University/ Institute		Overall (%) of Marks		Class/ Division												
Graduation																							
Post Graduation																							
Any Other																							
9. Postal Address (English - in capital letters only)																							
												E Mail:											
												Telephone:											
												Mobile:											
Dist.:						STD Code:																	
State:						Pin Code:																	
10. Any other information considered relevant by the applicant:																							
I declare that the information furnished above is true and correct to the best of my knowledge & belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that I do not satisfy the eligibility criteria (as stipulated) according to the Authority, my candidature/engagement is liable to be cancelled/ terminated at any stage without any notice or compensation. I have read and understood the stipulations given in the detailed advertisement and hereby undertake to abide by them.																							
Place:										Signature:													
Date:																							
Note: Applications should be accompanied by self -attested copies of certificates in support of Age, Qualifications & Experience as applicable with a recent passport size photograph glued to the top right hand corner of the application form. Additional information (if any) may be furnished in a separate sheet.																							



**APPLICATION FOR THE POST OF JUNIOR ECONOMIST ON CONTRACT BASIS**

1.Name in full (English-CAPITAL LETTERS)	First Name																	
	Middle Name																	
	Surname																	
2.Father's Name												Paste Photograph in the box alongside and sign across it						
3. Gender (Please ✓ wherever applicable)	M			F			T											
4. Date of Birth	D	D	M	M	Y	Y	Y	Y										
5. Category (Please ✓ wherever applicable)	SC		ST		OBC		EWS		GEN		PWBD							
6. Age as on 31.10.2021				Years			Months											
7. Details of Work Experience as on 31.10.2021																		
Employer Name & address				Designation				Job Profile				Period		Duration				
												From	To	Yrs.	Mnts			
8. Academic Qualification as on 31.10.2021																		
Qualification	Examination			Main Subjects		Year of Passing	University/ Institute		Overall (%) of Marks		Class/ Division							
Graduation																		
Post Graduation																		
Any Other																		
9. Postal Address (English - in capital letters only)																		
											E Mail:							
											Telephone:							
											Mobile:							
Dist.:											STD Code:							
State:											Pin Code:							
10. Any other information considered relevant by the applicant:																		
I declare that the information furnished above is true and correct to the best of my knowledge & belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that I do not satisfy the eligibility criteria (as stipulated) according to the Authority, my candidature/engagement is liable to be cancelled/ terminated at any stage without any notice or compensation. I have read and understood the stipulations given in the detailed advertisement and hereby undertake to abide by them.																		
Place: _____ Date: _____ Signature: _____																		
Note: Applications should be accompanied by self -attested copies of certificates in support of Age, Qualifications & Experience as applicable with a recent passport size photograph glued to the top right hand corner of the application form. Additional information (if any) may be furnished in a separate sheet.																		