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**Fixed Income Money Markets & Derivatives Association of India**

**United India Building 2nd floor, Sir P.M. Road, Fort, Mumbai – 400001**

**June 15, 2022**

**Recruitment of Assistant Managers**

FIMMDA wishes to recruit an officer in the rank of Assistant Manager as per following:

1. No. of Posts: 1 (One) only.
2. Educational Qualification: Post Graduate / MBA (Finance) from a reputed university/institution.
3. Experience: Minimum 1 year, preferably in the financial markets/ Must possess skill in Word /Excel/Power Point applications .Knowledge of writing programmes will be an added advantage.
4. Location: Mumbai.
5. Compensation: Commensurate with qualification and experience.
6. Last Date of Receipt of Application: Thursday, 30th June, 2022
7. Method of Selection: Written Test followed by a personal interview.

In deserving cases candidates who do not have any work experience but have sound academic background in the areas of Economics and / or Statistics and expecting their final post graduate results by July/August 2022 may also apply provisionally.

Interested candidates may send their resumes to [jobs@fimmda.org](mailto:jobs@fimmda.org) and mark a copy to [vp@fimmda.org](mailto:vp@fimmda.org) . Hard Copy of the Application to be sent to FIMMDA address.

Intending Candidates will have to make their own arrangement for appearing in written test and interview.

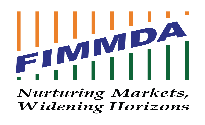
**Note:**

1. Please submit your resume in **prescribed format ONLY** as given below duly signed, dated and scanned.
2. Application to be addressed to – The Chief Executive Officer, FIMMDA.
3. No certificate/document need be sent at this juncture.
4. Applications received after 30th June, 2022 will not be entertained.
5. Only candidates who qualify in the written test, will be called for personal interview.
6. FIMMDA reserves the right to reduce or extend the last date of receipt of application.

Decision of FIMMDA Selection Committee will be final.

G. Ravindranath

Chief Executive Officer



**Application for the Post of Assistant Manager, FIMMDA**

|  |  |  |  |
| --- | --- | --- | --- |
| **Information** | **Particulars** |  | Space for affixing passport size photograph |
| Basic | 1. Name of candidate |  |
| 2. Date of Birth |  |
| 3. Present Address |  |
| 4. Permanent Address |  |
| Academic | 5. Highest Academic Qualification |  | |
| 5a) Name of University / Institution |  | |
| 5b) Percentage of marks awarded |  | |
| 5c) Year of Passing |  | |
| 6. Graduation (BA, B.com, B.Sc. etc) |  | |
| 6a) Name of University / Institution |  | |
| 6b) Percentage of marks awarded |  | |
| 6c) Year of Passing |  | |
| 7.School Leaving Certificate (12th) Std |  | |
| 7a) Name of University / Institution |  | |
| 7b) Percentage of marks awarded |  | |
| 7c) Year of Passing |  | |
| Skills | 8. English language  (Read, and write independently) |  | |
| 9. Computer  Any Certification in MS Word, Excel, Power Point etc.? |  | |
| Work Profile | 10. Current Occupation |  | |
| 10a) Name of Institution & Place |  | |
| 10b) Designation |  | |
| 10c) Nature of Work |  | |
| 10d) Year of Joining |  | |
| 10e) Current CTC |  | |
| 11. Previous Employer, if any |  | |
| 11a) Name of Institution & Place |  | |
| 11b) Designation |  | |
| 11c) Nature of Work |  | |
| 11d) Year of Joining |  | |
| 11e) Last CTC drawn in this job |  | |
| Others | 12. Salary Expectation |  | |
| 12a) E-mail id |  | |
| 12b) Mobile Number |  | |
| 12c) Notice period in current job |  | |

Signature:

Name:

Date: