

“Applications are invited for the post of Chief Compliance Officer (CCO), PTC India Financial Services Limited (PFS) from outstanding professionals”

Name of the Company	: PTC India Financial Services Limited (PFS) (Subsidiary of PTC India Limited [PTC])
Name of the Post	: Chief Compliance Officer (CCO) at the level of Executive Vice President
Remuneration for the Post	: Fixed CTC of Rs 40 lacs to Rs. 60 lacs p.a. plus Performance Related Pay upto 30% of fixed CTC and other applicable benefits.

1. COMPANY PROFILE

PFS, an entity regulated by Reserve bank of India (RBI) was incorporated as NBFC and a subsidiary of PTC for financing projects in power sector and allied areas and to act as NBFC. Today, PTC holds 64.99% stake in PFS. PFS is listed on NSE and BSE since March, 2011 and has been granted status of Infrastructure Finance Company (IFC) by RBI. For more information log on to Company website www.ptcfinancial.com

2. PROMOTERS OF PFS

The promoter of PFS is M/s PTC India Limited, (formerly known as Power Trading Corporation of India Limited), which was established in the year 1999 as a Government of India initiated Public-Private Partnership, to undertake trading of power to achieve economic efficiency and security of supply and to develop a vibrant power market in the country. PTC holds category I license from Central Electricity Regulatory Commission (CERC), the highest category with permission to trade unlimited volumes. For more information log on www.ptcindia.com

3. JOB DESCRIPTION & RESPONSIBILITY

- ♣ Assist the Board and the Senior Management in overseeing the implementation of Compliance Policy, including policies and procedures, prescriptions in Compliance Manuals, internal codes of conduct, etc.
- ♣ Play the central role in identifying the level of Compliance risk in the Organisation. The Compliance risks in existing / new products and processes shall be analysed and appropriate risk mitigants put in place. The Chief Compliance Officer (CCO) shall be a

member of the 'new product' committee/s. All new products shall be subjected to intensive monitoring for at least the first six months of introduction to ensure that the indicative parameters of Compliance risk are adequately monitored.

- ♣ Compliance Function shall monitor and test Compliance by performing sufficient and representative Compliance testing, and the results of such Compliance testing shall be reported to the Senior Management. It shall periodically circulate the instances of compliance failures among staff, along with the required preventive instructions. Staff accountability shall be examined for major Compliance failures.
- ♣ Ensure compliance of regulatory/ supervisory directions given by RBI in both letter and spirit in a time-bound and sustainable manner. RBI will continue to expect an effective Compliance Program where all Risk Mitigation Plan (RMP) / Monitorable Action Plan (MAP) points are complied with within the timelines prescribed. Unsatisfactory compliance with RMP/MAP may invite penal action from RBI.
- ♣ Attend to compliance with directions from other regulators in cases where the activities of the entity are not limited to the regulation/supervision of RBI. Further, discomfort conveyed to the NBFC on any issue by other regulators, and action taken by any other authorities / law enforcement agencies, shall be brought to the notice of RBI.
- ♣ The Compliance Department may also serve as a reference point for the staff from operational departments for seeking clarifications / interpretation of various regulatory and statutory guidelines.
- ♣ Ensuring conformity with the regulatory provisions applicable to the listed entity in letter and spirit.
- ♣ Co-ordination with and reporting to the Board, recognized stock exchange(s) and depositories with respect to compliance with rules, regulations and other directives of these authorities in manner as specified from time to time.
- ♣ Ensuring that the correct procedures have been followed that would result in the correctness, authenticity and comprehensiveness of the information, statements and reports filed by the listed entity under these regulations.
- ♣ Monitoring email address of grievance redressal division as designated by the listed entity for the purpose of registering complaints by investors.
- ♣ Collaborates with other departments to properly address compliance issues, Identifies possible areas of compliance issues and works towards the resolution of the same

4. SKILLS & ATTRIBUTES

- The CCO shall have a good understanding of the industry and risk management practices, knowledge of regulations, legal requirements, and have sensitivity to Supervisory expectations
- The CCO shall have the ability to exercise judgment independently. She / He shall have the ability to interact independently with regulators / supervisors directly and ensure compliance
- General familiarity with laws and regulations governing financial institutions
- Evaluate current compliance program activities and gauge their effectiveness and impact.
- Absorb data and analytics to evaluate the ongoing program, while also identifying opportunities for program improvements and risk mitigation.
- Excellent communication skills
- Knowledge of the applications/ tools related to compliance work
- MS Office (power point, word, excel etc.)

5. ELIGIBILITY

- (i) **Age:** Minimum 45 years and Maximum 55 years as on 31.12.2022. The age of superannuation for this post is 60 years.

(Suitable relaxation to the internal candidate, if any)

- (ii) **Qualification & Experience**

The incumbent should be an Associate/Fellow Member of ICSI/LLB/CA/ICWAT with good academic record

Candidate should have 15+ years of practical experience in business lines / audit & inspection functions with knowledge of statutory / regulatory prescriptions, law, accountancy, risk management, information technology, etc. in a non-banking finance company/banking company.

6. DURATION OF APPOINTMENT – Initial appointment shall be for a minimum fixed tenure of 3 years extendable from time to time up to the date of superannuation, which is 60 years.

Note:

1. In case of selection, the applicant will be required to undergo a medical checkup by the Registered Medical Practitioner as may be specified by the Company. Background Verification of the selected candidate shall be arranged by the Company before the candidate joins the Company.
2. No deputation/lien is allowable under Company policy. The Company reserves the right to shortlist suitable applications or to withdraw this position. Only shortlisted candidates may be called for interview, if necessary, as may be decided. The Company reserves the right not to fill up the above post immediately. In case of such eventuality, the notice of such vacancy shall be treated as withdrawn.

7. SUBMISSION OF APPLICATIONS

Interested candidates may forward their applications in the duly filled-in format which is given below and send to the following address with heading on sealed envelope "Application for the Post of Chief Compliance Officer (CCO)". Alternatively, may also send the signed scanned copy of application vide email at hr@ptcfinacial.com.

The application should reach on the given address on or before 20th February, 2023.

AVP (HR)

PTC INDIA FINANCIAL SERVICES LIMITED

7TH Floor, Telephone Exchange Building, 8, Bhikaji Cama Place, New Delhi — 110066

Format of application shall be as follows:-

Personal Details		
Name of Applicant		
Fathers' Name		
Contact Number (Mobile)		
Contact mail ID		
Residential Address		
Date of Birth & Age as on 31st December 2022		

Educational Qualifications		
Level	University / Institution	Year
12th		
Graduation		
Post-Graduation		
Professional Qualification		
Additional Qualification, if any		

Total Experience (Years)	
Experience in business lines / audit & inspection functions with knowledge of statutory / regulatory prescriptions, law, accountancy, risk management, information technology, etc. in a non-banking finance company/banking company (Years)	

Organisation	Position/ Designation	Turnover Rs / Cr	Listed (Y/N)	Year		CTC	
				From	To	From	To

Brief Resume of not more than 200 words (to be attached)