



**INSTITUTE FOR DEVELOPMENT AND RESEARCH IN
BANKING TECHNOLOGY**
(Established by Reserve Bank of India)

Advertisement No: 01/2023 – 24

Dated: May 31, 2023

Recruitment of Systems Officer

The Institute for Development and Research in Banking Technology (IDRBT), established by the Reserve Bank of India, is the premier Institute of Banking and Financial Technology in the country. The Institute spearheads efforts in providing state-of-the-art technologies for the Indian Banking and Financial Sector by interfacing Applied Research and Development, Academics, Executive Education, Practice and Consultancy so as to continuously enable the technology transformation of the Banking and Financial Sector in India and make it future-ready.

The Institute invites applications for the following Administrative position:

POSITION: SYSTEMS OFFICER

i. No. of Positions: One

ii. Eligibility:

(a) Educational Qualifications

- ❖ Masters Degree / MBA in Management / Computer Science / Information Technology / Information Systems / Information Security
- ❖ Candidates with relevant certifications would be preferred.

(b) Experience

- ❖ Candidates should have worked at an Officer level not above the rank of Chief Manager (Scale IV or equivalent) in the Systems / IT function of a Public Sector Bank for a minimum period of five years and have hands-on experience in:
 - Maintaining IT Systems of a modern organisation efficiently and ensuring 24 x 7 smooth functionality.
 - Maintenance and Upgradation of various Systems, Hardware and Software so as to ensure a secure IT environment.

- Managing breakdowns, attacks, viruses including recovery of hardware and software.
- Carrying out System Administration and Troubleshooting. Managing Internet, Mail and Web Services.
- Preparation of RFPs, Tenders, AMCs, carrying out purchases including through online systems such as GEM and processing of various payments.
- Coordinating with various service providers, outsourcing agencies/ personnel, etc.
- Managing Systems Inventory and updating it regularly
- Project management and carrying out various day-to-day administrative works.
- Bringing in and implementing Innovative and Best Practices in systems management.

(c) **Age Limit:** Not Above 62 years as on the last date of application.

iii. Type of Position

- ❖ This is a contractual position for a period of three years, subject to an annual performance review and continuing requirement of the Institute.

iv. Compensation

- ❖ The position, based at Hyderabad, offers an all-inclusive consolidated compensation of Rs. 50,000/- (Rupees Fifty Thousand Only) per month.

v. How to Apply

Interested candidates may forward their application highlighting their key contributions and how they fit this position along with their detailed CV to “The Human Resources Department, IDRBT, Castle Hills, Road No.1, Masab Tank, Hyderabad – 57” or by e-mail to SO@idrbt.ac.in. Queries, if any, may also be addressed to the above email ID.

vi. The Last Date of receipt of Applications is **JUNE 20, 2023**.

vii. Only shortlisted applicants will be contacted. In all matters regarding Eligibility, Experience, Compensation, Term, Selection Process, Assessment, Minimum Qualifying Standards in Selection Process, and Communication of Result, etc., the Institute’s decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
