

NF-12012(26)/1/2025-ESTT-NFRA
राष्ट्रीय वित्तीय रिपोर्टिंग प्राधिकरण
National Financial Reporting Authority

7th Floor, Hindustan Times House,
Kasturba Gandhi Marg, New Delhi

Dated: 09th December 2025

CIRCULAR

Filling up the post of Manager (Mgr) in NFRA at New Delhi on a Deputation/ Short-Term Contract basis

The National Financial Reporting Authority is a statutory body established under Section 132 of the Companies Act, 2013. The NFRA has been established to protect the public interest and the interests of investors, creditors, and others associated with companies or bodies corporate by establishing high-quality standards of accounting and auditing, and exercising effective oversight of accounting functions performed by companies and bodies corporate, as well as auditing functions performed by auditors.

2. The Authority proposes to fill the posts of Manager at its headquarters in New Delhi. The appointment for the post will be on a deputation (on-foreign service basis)/ Short-term Contract basis, for three years.

3. The eligibility for recruitment on a deputation / short-term contract basis for the post is as follows:

• **For Deputation:**

- An officer of the Central Government or State Governments or Union territories:
 - regular service in Level 10 (Rs. 56100-177500) in the pay matrix, OR
 - 03 years of regular service in Level 8 (Rs. 47600-151100) in the pay matrix, OR
- Minimum 02 years of experience in one or more of the following fields: law, investigation, Information Technology, Finance, Economics, Accountancy, Auditing, and Administration.

• **For Short-Term Contract:**

- Officers from RBI, Public Sector Banks, Government Financial Institutions, Regulatory Bodies, Statutory Bodies, Public Sector Undertakings, and other Government Institutions.
- Minimum 06 years of experience in the officer cadre.
- At least 03 years of post-qualification experience in law, investigation, Information Technology, Finance, Economics, Accountancy, Auditing, and Administration.

4. The Educational Qualification prescribed for recruitment on a short-term contract basis for the post is Chartered Accountant or Master of Business Administration with specialisation in Finance or Accounting or Chartered Financial Analyst or Law or Post-Graduation in Commerce, Economics, Finance or any other discipline, from a recognised University or Institution.

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5. The applications are being sought from applicants who possess experience in overseeing key functions in General Management, Finance & Accounts, and HR & Administration to ensure operational efficiency and regulatory compliance. The role includes strategic planning, policy implementation, and coordination between departments. The officer will be responsible for budgeting, financial reporting, recruitment, Personnel management, and overall office administration.

Applicants may also apply for roles in reviewing the financial statements, monitoring/ review/ oversight over compliance with auditing and accounting standards. The applications are also being sought from applicants for IT-related work, including cyber security, data management, development and implementation of IT strategies aligned with NFRA's objectives and goals, etc.

Consequently, applicants may include in their Statement of Purpose their suitability for these roles.

6. Candidates should satisfy themselves about their eligibility for the post applied for. NFRA shall determine their eligibility, and only eligible candidates will be called for a written test/ Interview. The selection process may involve a written test and/or interview, as decided by NFRA. NFRA reserves the right to modify the selection procedure, as may be decided by the Competent Authority.

7. Monthly emoluments at the minimum pay scale work out to approximately Rs 1.26 lakhs. HRA, Transport, Medical, Telephone bill reimbursement, etc., will be applicable. A candidate selected for appointment on a deputation basis may choose to receive either the pay of the post or their parent cadre pay with deputation allowance. The decision of the Competent Authority in NFRA regarding pay and allowances is final and binding.

8. The tentative number of vacancies in Mgr is 01 (one). However, NFRA reserves the right to fill all the posts or not to fill the posts at all. The Authority shall reserve the right to decrease or increase the number of posts to be filled in case of best suitability. The Authority also reserves the right to cancel the advertisement fully or partly on any grounds.

9. The maximum age limit for a Deputation or Short-term Contract is **56 years** as of the closing date for application submission.

10. The candidates applying for the post should route their applications in the prescribed proforma (**Annexure**) through their cadre controlling authority along with attested copies of ACRs/APARs for the last five years, Cadre clearance and Vigilance Clearance (major/minor penalties, if any, imposed during the last 10 years). Incomplete applications will not be considered. In case of non-receipt of the above-mentioned documents, the application shall be summarily rejected. In the event of selection to the post, the applicants will not be allowed to withdraw their application after selection

11. Applications received after the due date will not be entertained. NFRA takes no responsibility for any delay in receipt of the application or loss thereof in postal transit. The decision of the Authority in all matters would be final and binding, and no correspondence in this regard would be entertained.

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12. Candidates who satisfy the eligibility norms may apply giving their biodata strictly in the prescribed proforma. The application should be sent through the proper channel in an envelope superscribing “**Application for the post of Manager in NFRA**” and should be sent to the following address:

The Secretary
National Financial Reporting Authority (NFRA)
7th Floor, Hindustan Times House
18-20 Kasturba Gandhi Marg, New Delhi – 110001

13. **All applications must reach this office on or before 2 months from the date of the advertisement of this Vacancy Notice in Employment News. Advance copies along with stipulated documents may be sent to the email ID manager-2@nfra.gov.in** (Note- In case of any change in this notice, the same will be displayed on the NFRA website as such interested officers are requested to see the NFRA website nfra.gov.in regularly).



(Mritunjay Singh)
Deputy General Manager

Copy to:

1. All Ministries / Departments of the Government of India
2. All State Governments / Union Territory Governments,
3. RBI / Public Sector Banks / Government Financial Institutions / Regulatory Bodies / Public Sector Undertakings / Statutory Bodies / Other Government Institutions
4. Director (Admin), DoPT with a request to kindly arrange to put up this Vacancy Circular on the **Vacancy Notifications of Min. / Deptt. / Org. in the GOI** section of the DOPT website.
5. Under Secretary [CS-I (P)], DoPT with a request to kindly arrange to put up this Vacancy Circular on the **What's New** section of the DoPT website for wide publicity.
6. AM (IT), NFRA with a request to arrange for uploading this Vacancy Circular on the website of NFRA, social media handles of NFRA and the website of the Ministry of Corporate Affairs.

ANNEXURE**Application form for the vacancy in NFRA****Post applied for: Manager (Mgr)****Application is for Deputation / Short-term contract (please tick)**

Passport size recent
Colored Photograph
of applicant

S.N.	Particulars	Details to be filled by the Applicant
1.	Name of Applicant	
2.	Present Designation	
3.	In case the application is for deputation: Service to which the officer belongs: a. Central Government/ State Governments/ Union territory Governments Date of entry into service & Post with pay level in which joined	
4.	Name of Organisation employed with:	
5.	Whether currently on deputation/short-term contract? If yes, Date from which on deputation /short- term contract: Name of organisation on deputation/ short-term contract to: Designation on which on deputation/short-term contract to :	
6.	In case the application is for a Short-Term Contract: a. Type of organisation employed from among: RBI /Public Sector Banks/ Government Financial Institutions / Regulatory Bodies / Public Sector Undertakings / Statutory Bodies / Other Government Institutions b. Date of entry into officer cadre with relevant supporting documents	

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7.	Contact Details Office Address Email: Mobile No.: Land Line No.:																		
8.	Name, Designation, email ID, Phone No of Cadre Controlling Authority.																		
9.	Name, Designation, email ID, Phone No of Relieving Authority in case selected.																		
10.	Date of Birth (attach proof of DOB)																		
11.	<table border="1"> <tr> <td>Age Limit permissible for the post as on the closing date of receipt of application for the post applied for</td> <td>Age of the applicant on the closing date of receipt of the application</td> </tr> <tr> <td style="text-align: center;">56</td> <td></td> </tr> </table>	Age Limit permissible for the post as on the closing date of receipt of application for the post applied for	Age of the applicant on the closing date of receipt of the application	56															
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12.	Date of Retirement under applicable service rules where employed.																		
13.	Educational Qualification: <table border="1"> <tr> <td>Educational Qualifications Required for the post</td> <td>Educational Qualification possessed by the applicant (Enclose a copy of the Degree / Certificate / Membership of ICAI)</td> </tr> <tr> <td rowspan="4">Chartered Accountant or Master of Business Administration with specialisation in Finance or Accounting or Chartered Financial Analyst or Law or Post-Graduation in Commerce, Economics, Finance or any other discipline, from a recognised University or Institution.</td> <td></td> </tr> <tr> <td></td> </tr> <tr> <td></td> </tr> <tr> <td></td> </tr> <tr> <td>Educational Qualifications possessed by the applicant</td> <td>Date of acquiring the said Qualification (attach self-attested supporting document)</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	Educational Qualifications Required for the post	Educational Qualification possessed by the applicant (Enclose a copy of the Degree / Certificate / Membership of ICAI)	Chartered Accountant or Master of Business Administration with specialisation in Finance or Accounting or Chartered Financial Analyst or Law or Post-Graduation in Commerce, Economics, Finance or any other discipline, from a recognised University or Institution.					Educational Qualifications possessed by the applicant	Date of acquiring the said Qualification (attach self-attested supporting document)									
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14.	In case the application is for Deputation: <table border="1"> <tr> <td>Post Held on a regular (i.e. substantive) basis</td> <td></td> </tr> <tr> <td>The scale of pay drawn on a regular (i.e. substantive) basis</td> <td></td> </tr> <tr> <td>Level of Pay drawn on a regular (i.e. substantive)</td> <td></td> </tr> </table>	Post Held on a regular (i.e. substantive) basis		The scale of pay drawn on a regular (i.e. substantive) basis		Level of Pay drawn on a regular (i.e. substantive)													
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to 21.02.2023

	basis					
	Date from which service is rendered in the said level on a regular (i.e. substantive) basis					
15.	Experience* in case the application is for Deputation					
	Grade/ Minimum length of service Requirement for the post applied for	Actual service details of the applicant in this regard				
	<p>An officer of the Central Government or State Governments or Union territories:</p> <ul style="list-style-type: none"> regular service in Level 10 (Rs. 56100-177500) in the pay matrix, OR 03 years of regular service in Level 8 (Rs. 47600-151100) in the pay matrix 					
	Essential Experience Required for the post	Experience possessed by the applicant				
		<table border="1"> <tr> <th>Fields</th><th>Length of Service</th></tr> <tr> <td>Minimum 02 years of experience in one or more of the following fields: law, investigation, Information Technology, Finance, Economics, Accountancy, Auditing, and Administration.</td><td></td></tr> </table>	Fields	Length of Service	Minimum 02 years of experience in one or more of the following fields: law, investigation, Information Technology, Finance, Economics, Accountancy, Auditing, and Administration.	
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	Give details of Experience in Government Service in reverse Chronological order (may attach additional sheet)					
16.	Experience* in case the application is for a short-term Contract:					
	Requirements for the post applied for	Actual service details of the applicant in this regard				
	not less than six years of experience in the officer cadre or Management grade					
	Essential Post-qualification Experience Required for the post	Experience possessed by the applicant				
		<table border="1"> <tr> <th>Fields</th><th>Length of Service</th></tr> <tr> <td>not less than six years of experience in the officer cadre or Management grade, of which, minimum of three years' post-qualification experience is in the fields of law, investigation, Information Technology, Finance, Economics, Accountancy, Auditing, Administration.</td><td></td></tr> </table>	Fields	Length of Service	not less than six years of experience in the officer cadre or Management grade, of which, minimum of three years' post-qualification experience is in the fields of law, investigation, Information Technology, Finance, Economics, Accountancy, Auditing, Administration.	
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	Give details of Experience in Officer Cadre in reverse Chronological order (may attach additional sheet)					
17.	Any other information the applicant would like to submit in support of their suitability for the post applied for					
18.	Attested copy of the last 5 Years APAR attached ** (Kindly mention the period of APAR and the					

to 21.02.17

	corresponding grades here)	
19.	Copy of Vigilance Clearance attached **	
20.	Statement of Purpose in 100 words	

Note- Please page number the entire set of applications and attach an index of the documents attached.

*Kindly attach a copy of your Educational Qualification and Experience in support of your application as required for the post being applied for.

** To be filled by the Competent Authority forwarding the application

It is certified that the details given above are true.

Signature of the applicant

Date

It is certified that the details given above are verified with the service records of the applicant and found to be correct.

**Signature and Seal of the Competent Authority
of the organisation forwarding the application**

Date

**Address, Tel. No., and email ID of the
Competent Authority forwarding the application**

to 21/02/2024