

NF-12012(26)/1/2026-ESTT-NFRA
राष्ट्रीय वित्तीय रिपोर्टिंग प्राधिकरण
National Financial Reporting Authority

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

Dated: 03rd September 2026

CIRCULAR

Filling up the post of Assistant Manager (AM) 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 Assistant Manager in its headquarters in New Delhi. The appointment will be on 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:**

- Officers in Central Government or State Governments, or Union territories with:
 - Regular service in Level 08 (Rs. 47600-151100) in the pay matrix, OR
 - 02 years of regular service in Level 07 (Rs. 44900-142400) in the pay matrix.
- Minimum 02 years of post-qualification experience in one or more of the following fields: Law, Investigation, Information Technology, Finance, Economics, Accountancy, Auditing, or 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 02 years of experience in the officer cadre or Junior Management Grade.

4. The Educational Qualification prescribed for the post is Master of Business Administration (MBA) with specialisation in Finance or Accounting; or Chartered Accountant (CA); or Chartered Financial Analyst (CFA); Graduation in Commerce, Economics, Finance, Bachelor of Technology in Computer Science or Engineering or Law or Master in Computer Application or any other discipline, from a recognised University or Institution.

मुकुन्द म. नं.

5. The applications are being sought from applicants who possess experience in handling key functions in General Management, Finance & Accounts, and HR & Administration to ensure operational efficiency and regulatory compliance. The officer will deal with issues related to budgeting, recruitment, Personnel management, and office administration. 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. Monthly emoluments at the minimum pay scale work out to approximately Rs 1.27 lakh. HRA, Transport, Medical, Telephone bill reimbursement, etc., will be applicable. Candidates 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.

7. The tentative number of vacancies in AM is 02 (two). 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.

8. The selection process may involve a suitability assessment (a written test and/or interview), as decided by NFRA. The Authority reserves the right to modify the selection procedure as deemed fit.

9. 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.

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

11. 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.

12. 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.

13. 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

हस्ताक्षरित

envelope superscribing “**Application for the post of AM in NFRA**” and should be sent to the following address:

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

14. **All applications must reach this office on or before 45 days 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).

हस्ताक्षर/3-9-2021

(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. IT Team, 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.

Application form for vacancy in NFRA**Post applied for: Assistant Manager**

Passport size
recent Colored
Photograph of
applicant

Application is for Deputation / Short-term contract (please tick)

S.N.	Particulars	Details to be filled in 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 b. 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: RBI /Public Sector Banks/ Government Financial Institutions / Regulatory Bodies / Public Sector Undertakings / Statutory Bodies / Other Government Institutions b. Date of entry into officer cadre or Junior management grade with relevant supporting documents	
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, and 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>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		
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						
12.	Date of Retirement under applicable service rules where employed.					
13.	Educational Qualification*					
	Essential 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 Graduation in Commerce, Economics, Finance, Law, Bachelor of Technology in Computer Science or Engineering or master's in Computer Application 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)				
14.	In case the application is for Deputation:					
	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) basis					
	Date from which service 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
	An officer of the Central Government or State Government, or the Union Territory Governments: (i) with regular service in the grade rendered after appointment thereto on a regular basis in Level 8 (Rs. 47600-151100) in the pay matrix; or (ii) with two years of regular service in the grade rendered after appointment thereto on a regular basis in Level 7 (Rs. 44900-142400) in the pay matrix;		
	Essential Experience Required for the post		Experience possessed by the applicant
		Fields	Length of Service
	Minimum two years post-qualification experience in the fields of law, investigation, Information Technology, Finance, Economics, Accountancy, Auditing, and Administration.		
	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
	a minimum of two years of relevant experience in the officer cadre or Junior management grade		
	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 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 in 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 the email ID of the
Competent Authority forwarding the application**