

About NaBFID

National Bank for Financing Infrastructure and Development (NaBFID) has been set up under an Act of Parliament (NaBFID Act, 2021), as the principal entity for infrastructure financing in the country. The entity is regulated and supervised as an All-India Financial Institution (AIFI) by the Reserve Bank of India (RBI). NaBFID is poised to play an extremely crucial role in supporting infrastructure funding by driving the development of innovative financing instruments and development of bond and derivatives markets and promoting best practices in financing and data-driven risk management.

*NaBFID is looking to hire a strong leadership team, committed to the cause for which NaBFID is set up and to help with the national agenda, inviting applications for role of “**Vice President – Credit Operations**”.*

Job Profile

S/he incumbent is responsible for blend of credit operations and business systems that will be responsible for designing, implementing, operating and continuously improving the back-office systems and processes, accounting, documentation, loan administration , monitoring and sanction compliance , regulatory reporting, collections and supporting Business in line with NaBFID policies and procedures.

Job Title	Vice President – Credit Operations	Grade	VP
Department	Lending & Project Finance	Reporting To	Head - Lending & Project Finance
Location	Mumbai	Team	To be built
Age	55 years and below (As on date of advertisement)		

Primary Job Duties/Responsibilities

The key job duties/responsibilities are enumerated below:

Overall Credit Operations:

- Managing / handling entire back-office processes including credit analysis, communication with clients, documentation, KYC/AML compliance, preventing delinquencies, collections as per schedule, customer issues resolution, etc.
- Coordinating with the outside specialists or agencies (valuers, auditors, ASMs, LIE, Solicitors, LIA, Security trustees, Expert agencies, etc.) duly complying with internal regulations
- Complete and sign off transactions covering sanction terms, KYC and initial & subsequent drawdown terms and maintaining accounts thereon as per accounting standards.
- Due diligence and monitoring of projects and associated loan drawdowns including site visits in line with sanction terms and standard operating procedure
- Opening and maintaining Loan Accounts, MIS and Reports as required from time to time and automation / IT implementation as required from time to time.
- Monitoring of post disbursement activities covering ensuring end use of funds, filing of security interest / security perfection, monitoring of project progress (Physical & Financial), tracking

collection and appropriation of charges / fees / periodic interest / instalments, overseeing documentation aspects, etc.

- Tracking Portfolio health & quality and keeping track of early warning signals, monitor EWS parameters / issues (financial / non-financial), checking SMA, overdue, recovery measures, etc.
- Tracking internal rating of Borrowers, closely monitor external/ internal credit rating changes in the account and initiate suitable actions to revise sanction terms in case of rating falling below the stipulated levels
- Coordinate with audit groups and facilitate various audits in the accounts. Extend requisite information / clarification to the Audit group and facilitate in completing various audits in the accounts and ensure compliance of the observations
- Tracking and ensuring compliance to Sanction terms compliance related to security creation / other terms and timelines there on and coordinate with other teams/departments for obtaining necessary approvals wherever required
- Carrying out asset quality review / other reviews of Loan / investment accounts, obtention / monitoring / reviewing LIE reports / other progress reports, conducting covenant testing as per defined terms
- Tracking and monitoring insurance review, valuations review, legal audits review, search reports, Financials / Balance sheet review, corporate actions, etc. and placing the appropriate internal notes and applying penal interest / charges wherever applicable with proper internal approvals
- Work for development / improvements of Risk Rating Models and creation of Framework for Expected Credit Losses / other regulatory requirements and maintaining proper MIS / reports and work for automation.
- Make periodic site visits to companies and discuss company operations and financial results with the client and update management with required action thereon and attending various lenders / consortium meetings.
- Track and monitor the loans due for review / renewals and coordinate with other departments for timely action and monitor various Risk / portfolio limits and maintaining MIS / Reports thereon.
- Track market developments in infrastructure ecosystem and suggest suitable steps for product designing, new products, monitoring tools, etc. and coordinating with various intermediaries / agencies.
- Maintaining proper MIS and reports as per internal guidelines.
- Any other assignment as may be assigned by the Bank from time to time

Internal Policy:

- Prepare, review and submit disbursement approvals in accordance with Sanction Terms duly adhering to Credit policy
- In conjunction with other organisations, if necessary, communicate with the borrower regarding the disbursement and their adherence to the pre- and post-disbursement conditions and terms.
- Reporting / Filing to / with RBI / ROC / CERSAI / CIBIL/ CIC/ other agencies within timelines
- Ensuring recovery of dues (SMA 0,1,2) and charges from borrowers and accounting of the same as per internal guidelines and maintain asset quality from time to time

Legal & Compliance:

- Liaisoning and coordinating with legal department or legal counsel / other agencies on transaction requirements and associated legal documentation, execution and keeping documents / preserving in safe custody as per internal norms and ensuring security perfection
- Preparation and monitoring of pending items, escalating / reporting compliance to approving authorities including attending of various Audits.
- Preparation of pending items, escalating the same and reporting compliance to approving authorities in a specified format
- Review due diligence reports and ensure compliance with NaBFID's instructions and internal compliance requirements
- Review, negotiate and approve internal and external legal documentation

Process Improvement:

- Design and continuously improve existing, new business processes and manuals.
- Identify enhancement and streamlining opportunities for Credit Operations & Monitoring processes
- Ensure adequate outlining of process flows, definition of operating rules and policies, assigning of operational roles and responsibilities, integration of manual operations with systems, IT/ MIS maintenance & improvement etc.

Professional Experience

- Minimum 15 years of experience in the financial sector; of which 5 years should be in the field of credit operations.
- Experience in an institution in the business of infrastructure lending will be preferred.
- Overview on infrastructure financing
- Strong business, technical and analytical acumen
- Ability to work in cross functional teams
- Experience in building and leading teams

Educational Qualifications

Graduate / Postgraduate in any discipline from a recognized University / Institution

Preferred: CA, CFA, ICWA, PRM, MBA Finance or equivalent

Term

Contractual Engagement will be for a minimum of 3 years to maximum of 5 years, which may be renewed for additional term at the discretion of NaBFID.

Remuneration

Remuneration will be offered based on qualification, experience, suitability, last drawn salary, and market benchmark and shall not be a limiting factor for suitable candidates.

Interested candidates (Indian Citizens) may send their CVs (including a passport sized photograph) via email to recruitment@nabfid.org. **The subject line should STRICTLY be “APPLICATION FOR THE POST OF <Job Code>”.**

All applications will be held in strict confidence and should be received on or before 18-July-2023 by 06:00 pm IST

Selection will be solely at the discretion of NaBFID’s Selection Committee, and their decision will be final.