



**GENERAL INSURERS' (PUBLIC SECTOR) ASSOCIATION OF INDIA**  
Ground Floor, Jeevan Tara Building, Gate No. 2 Sansad Marg, New Delhi-110001

13<sup>th</sup> December, 2018

To,

**GMs (P) of Member Companies & GIC-Re.**

Dear Sir,

**Re: Nomination for the position of Chair Professor (General Insurance) –  
Vacancy w.e.f. 10<sup>th</sup> February 2019**

National Insurance Academy (NIA), Pune, vide their letter dated 7<sup>th</sup> December 2018, (copy enclosed) have invited nominations for Chair Professor (General Insurance). Profile of the post, pre-requisites for the applicant and salary & allowances are mentioned in the said letter and the Annexure attached thereto. The proforma for the application is also attached to the said letter.

We request you to kindly circulate the above requirement of 'NIA Pune' amongst all General Managers of your Company, besides displaying the same on the Employees' Corner of your Company's web portal to facilitate the desirous eligible officers to submit their applications.

The nominations along with the applications from candidates may please be sent to NIA Pune to reach them on or before January 07, 2019.

Thanking you,

Yours faithfully,

**(RAJENDRA SHARMA)**  
**SENIOR VICE PRESIDENT**

Encl: As above

NATIONAL INSURANCE ACADEMY

Chair Professor (General Insurance)

1. National Insurance Academy (NIA) invites applications from officers working in the Public Sector General Insurance / Reinsurance Companies for the position of Chair Professor (General Insurance).
2. The zone of consideration will be officers who are / have worked in the cadre of **General Managers** in the General Insurance / Reinsurance streams of PSUs.
3. As per decision of the Governing Board, NIA retired persons who are not more than 62 years of age on 01.02.2019 are eligible to apply.
4. The post is on contractual basis for a fixed term.
5. Initial tenure will be for a period of two years and extension can be considered at the discretion of NIA subject to satisfactory performance.
6. The **responsibilities** of the Chair Professor include the following:
  - Academic & Administrative leadership;
  - Oversight of the General Insurance faculty and work with faculty to design Management Development Programmes;
  - Lead research and consultancy activities;
  - Conduct & Coordinate MDP sessions;
  - Publish articles and research papers;
  - Maintain relations with insurers, intermediaries and other stakeholders in the insurance sector;
  - Review the PGDM curriculum and teach, if required;
  - Conduct Seminars & Workshops;
  - Conduct Examinations for and on behalf of different organizations;
  - General Administration and committee work;
7. **Salary and allowances:**
  - As per scale of Professor of the Academy
  - Provident Fund, LTC
  - Unfurnished accommodation on the campus subject to rules of the Academy
  - Leave and other benefits as applicable to Chair Professor.
8. Applications complete in all respects in the prescribed proforma must be forwarded, through the company (PSU) in which the incumbent is / was last working, in a closed envelope superscribed "**Application for the post of Chair Professor (General Insurance)**" to reach the Director, NIA on or before 07.01.2019 at the address given below:

The Director  
National Insurance Academy  
25, Balewadi, Baner Road, NIA P.O.  
Pune - 411045

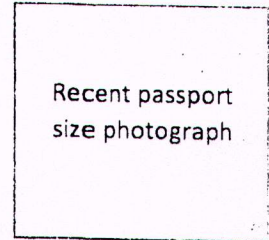
9. Selection will be made on the recommendation of a Search-cum-Selection Committee ("Committee") constituted for this purpose. Applicants will be shortlisted based on their qualification and experience by the Committee. Only shortlisted candidates will be called for interaction.
10. The Search-cum-Selection Committee shall make recommendation to the Governing Board after interaction with the shortlisted candidates.
11. NIA reserves the right to cancel this selection process at any point of time without assigning any reason.

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**PROFORMA FOR APPLICATION FOR THE POST OF CHAIR PROFESSOR  
(GENERAL INSURANCE) AT NATIONAL INSURANCE ACADEMY, PUNE  
THROUGH PROPER CHANNEL**

**A) Personal Details**

1. Name (in block letters) : .....
2. Employee No.: .....
3. Designation with Office and Place of Posting:.....
4. Office Address (with Tel. No) : .....
5. (i) Date of Birth (DD/MM/YYYY): .....
- (ii) Age as on 01.02.2019 (completed years): .....
6. Gender: .....
7. Current Mailing Address (with Tel. No): .....
- .....
8. Permanent Residential Address: .....
- .....
9. Mobile No : ..... Email Id: .....



**B) Educational Qualifications:**

10. (i) Academic (Graduation onward):

Examination Passed	University/ College/Board	Year of Passing	Duration of Course	Subjects taken	Percentage of marks

- (ii) Professional:

Name of Examination Passed	Examining Body	Year of Passing	Duration of Course	Subjects taken	Percentage of marks

11. **Membership of Professional Associations:**

- (i) .....
- (ii) .....
- (iii) .....

12. **Details of positions held:**

From (MM/YY) To (MM/YY)	Position Held	Responsibilities handled (brief description)

13. **Trainings attended:** .....

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14. **Any other information you want to share:**

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15. **Have you ever been convicted by a Court of Law? (please √)\***                      **NO/YES\***  
(\*please give details in separate sheet.)

16. **Statement of Purpose:** (How do you think you are suitable for the post applied for and how you propose to contribute in further development of the NIA [ elaborate in not more than 400 words on a separate signed sheet titled **“Statement of Purpose”** ] :

17. **Certification:**  
I \_\_\_\_\_ (insert full name),  
certify that the above information is correct to the best of my knowledge and belief.

I further certify that no disciplinary / vigilance proceedings are either pending or contemplated against me and that there are no legal cases pending against me.

There have been no major / minor penalty awarded against me.

.....  
**Signature of the Applicant**

**Date:** .....

**Place:** .....