



State Bank of India

REQUIRES

A Dean of Studies for its new Management Institute.

(ADVERTISEMENT NO. CRPD/ SCO-DEAN/2016-17/16)

LAST DATE FOR RECEIPT OF APPLICATIONS: 15-02-2017

State Bank of India is looking for appointment of a Dean of studies on contractual basis for its new Institute, State Bank Institute of Management (SBIM), Plot No. IIF/2, Action Area-II, New Town, Rajarhat, Kolkata ((Functioning proposed from April 2017).

Training Capacity: 180 @ 30 per wing/channel. 4 Wings/Channels will be used for training of SBI's senior officials and 2 Wings/channels for external participants/ organizations including those from neighbouring countries.

Infrastructure:

- World class Infrastructure and ambience, located few k.ms. away from airport.
- Academic-cum- Admin block - Basement+ Ground+ 7 Floors- 5769 sqmt.
- Academic Block- 6 Channels/ Wings
- Hostel Block- Basement+ Ground+ 6 Floors- 12164 sqmt.
- Executive Developmental Block: Basement+ Ground+ 6 Floors: 6845 sqmt.
- Residential Block:
 - Type I- Basement+ Ground+ 6 Floors: 3633 sq.mt.
 - Type II- Basement+ Ground+ 5 Floors: 3862 sq.mt.
 - Type III- Ground+ 2 Floors: 660 sq.mt.
- Community Hall/ Auditorium – Ground+ 1 Floor: 1262 sq.mt.

Vision & Mission: SBIM would like to be positioned as a “Centre of Excellence” with the primary objectives to:

- Build an Institute of global standards
- Build an Institute of Excellence in Banking & Finance with high calibre action-based research and capacity building.
- Be a leader among emerging countries for financial sector training.

The details relating to the eligibility criteria, remuneration, role profile and other terms and conditions are as under:

Desired Profile: The Dean has to lay the foundation of the institute in terms of vision, values and quality. The candidate should have right mix of skills and experience in education as well as banking and finance.

Age: Maximum 65 years as on 01.02.2017 (Relaxation will be given in age limit in deserving cases). Candidate should be of sound health.

Minimum Educational qualification:

- a. MBA from Top Indian/International 'B' Schools, OR
- b. Ph.D. from Top Indian University or Top Indian /International B-Schools,
- c. Preference will be given to those having MBA/Ph.D. in the discipline of Banking and Finance

Minimum Experience:

- a. 20+ years in academia or industry,
- b. Out of 'a', 8+ years in leadership position
- c. Out of 'a', 5+ years in teaching –full time/part time

• Desired Skill Sets:

- Experienced administrator (Academia or Banking & finance industry).
- Skilled in creating and maintaining good faculty relationships and best teaching practices.
- Adept in evaluating, encouraging, and motivating staff and students.
- Proactive natured with exceptional leadership abilities.
- Strong communication and decision-making skills.
- Knack to represent education facilities at events on national and international levels.
- Experienced in hiring and training faculty.
- Experienced in policy making and operations.
- Proficient with latest development in academia and the banking and finance industry.
- High quality published work in the recent past and assignment of visiting faculty and net-work memberships.
- Capabilities to lead research activities.
- Should be Tech-Savvy and capable of leading training activities in the digital age.
- Should be prepared to work with SBI's existing strategic training system with its present strengths and build on them.

ROLE EXPECTATIONS AND JOB PROFILE

The Dean of the institute will primarily help in setting up the institute and running the institute. He/ She will also be responsible for administrative as well operative functions once the institute is up and running.

Primary functions:

• Academic:

- To lead ideation of institute **vision and directive principles**.
- Work with appointed council and bring in expertise to **define courses and curriculum** to that direction.
- To be responsible for the **academic leadership** of the faculty, including all aspects of teaching, learning, research and knowledge transfer.
- To have **overall responsibility for the academic quality and health** of all programs based in the faculty.
- To have lead responsibility for ensuring a high quality student experience for students in the faculty.
- To partake in **faculty and student selection** process.
- To lead research activities at the institute.

• Marketing:

- To create **strategy** to establish the institute as a reputed institute of learning and research in banking and finance within and outside India.
- Build strategic **partnerships with best in class academia** to promote the institute as well as bring in expertise.
- Build **relationships and partnerships with banking and financial institutions** within and outside India to develop course curriculum and programs in line with industry details.
- **Promote the institute, programs and faculties** in appropriate forums to build the institute brand.

• Administrative:

- Define **policies and guidelines** for the institute to operate within.
- To be a member of the Institute Executive and leading and managing the institute as a whole.
- To lead and deploy faculty staffing as required in order to achieve maximum effectiveness.
- To undertake any other duties and responsibilities commensurate with the grade of the post, properly directed by the line manager. These variations will not change the general character of the post or the level of responsibility entailed.

TERMS OF ENGAGEMENT:

Remuneration: Negotiable, will not be a bar for a deserving candidate.

Nature of Appointment: Short term contract (Initial period 3 years with interim renewal every year based on performance).

SELECTION PROCEDURE:

Valid applications will be short listed by the committee of specialists/experts and shortlisted candidates will be called for interaction. Final selection will be on the basis of performance in interaction.

HOW TO APPLY:

- The application format is available on Bank's website www.sbi.co.in/careers .
- Candidates should download the application format and complete it in all respects.
- The completed application with photograph & signature of the applicant should be sent by post to the address mentioned in the application form along with the photocopies of following papers.
 - Proof of age (Copy of 10th standard/ 12th standard certificate showing the Date of Birth).
 - Certificates and testimonials regarding academic qualifications.
 - Certificates regarding experience in the relevant area.
 - A one page write-up as separate annexure, describing career and performance achievements in service with supporting documents.
 - Candidates serving in Government/ Quasi-Government offices, Public Sector undertaking will be required to submit "No Objection Certificate" in original from the employer at the time of interaction.

GENERAL INSTRUCTIONS:

1. While applying for the post, the applicant should ensure that he/she fulfils the eligibility and other norms mentioned above as on the specified date and that the particulars furnished by him/her are correct in all respects.
2. In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/ or that he/she has furnished any incorrect/false information or has suppressed any material fact (s) his/her candidature will stand cancelled. If any of these shortcoming(s) is/are detected even after appointment, his/her services are liable to be terminated.
3. Candidates should have valid email id which should be kept active during the currency of this recruitment exercise to receive call letters and other communications, if any.
4. The candidates should be medically fit to move freely and undertake tours independently and should not be suffering from any major ailment(s) which may adversely impact his performance in the Bank. Appointment of the selected candidate is subject to his/her being declared medically fit by medical officer (s) appointed/approved by the Bank.
5. The Bank takes no responsibility for any delay in receipt or loss of any communication in postal transit.
6. The applicant should ensure that the application is strictly in accordance with the prescribed format and is properly and completely filled.
7. The candidates called for personal interaction will be reimbursed to and fro Airfare (Economy class) by shortest route from residence in India.
8. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Mumbai and courts/tribunals/forums at Mumbai only shall have sole & exclusive jurisdiction to try any case/dispute.

Note: The Bank reserves the right to cancel the candidature of any or all the candidates and/or the entire selection process without giving notice to any concern. The profile of the Dean and nature of duties are indicative and not absolute. Individuals who are part of a larger group of academicians and entrepreneurs may kindly indicate their support system which would assist in Bank's goal of creation of world class facilities.

Completed application with enclosures should reach us latest by 15th February 2017 at the following address:-

**“State Bank of India, Central Recruitment & Promotion Department, Corporate Centre,
Floor, Atlanta Building, Nariman Point, Mumbai-400021”**

Mumbai - 400 021
Date: 25.01.2017

General Manager
Central Recruitment & Promotion Department

To
The General Manager,
State Bank of India,
Central Recruitment & Promotion Department,
Corporate Centre,
3rd Floor, Atlanta Building,
Nariman Point, Mumbai-400021

APPLICATION FORM

Application for appointment of Dean on contract basis for State Bank Institute of Management, Kolkata vide SBI Advertisement No CRPD/ SCO-DEAN/2016-17/16 dated, 25-01-2017 .

Please furnish full and correct information. Applicant should read the notification inviting applications and the instructions given in the information sheet at Annexure I before filling up the form, enclose copies of document/certificate in proof of the claims.

Paste your
passport size self
attested
Photograph here

1. Full Name of Candidate (in block letters) :
2. a) Date of Birth :
b) Age as on 01/02/2017 : Year Month Days

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3. Nationality :
4. State of Domicile :
5. Permanent Address (with Pin Code) :
6. Address to which communication to be sent (with Phone No. & STD Code, E-mail I.D & Mobile No.) :

7. Academic qualifications starting from Bachelor's Degree onwards (Attach Self- attested copies of certificate)

Sl. No.	Name of Examinations	Year of Passing	Board/ University/ Institute	Specialisation or subjects taken	Class/ Division	% of Marks/ OGPA

8. Experience (Teaching, Research, Extension, etc.)(Attach Self-attested copies of Documents)

Employer	Post held	Scale of Pay	Date of Joining	Date of leaving	Length of Service			Total Service	Remarks
					Y	M	D		

9. Significant accomplishments in the field of Research/Education/Transfer of Technology in the relevant field (Attach Self-attested copies of Documents, Separate sheets may be used, if required) :

10. Publications with reprints (List out separately Books, Monographs, Technical Bulletins, Research Papers, Research Notes, Research Reports, Technical Articles published, Popular Articles published, Paper presented in Seminars/ Symposia).

Sl.No	Title of publication	Year of publication	Name of Journal/ Publisher/Place of publication	Author (s)

11. Awards and prizes received :
(Attach documents)

12. National/ International Conferences/Seminars : Attended

13. Membership of National/ International Bodies :

14. Any other relevant information candidate :
would like to furnish

15. A brief note (not exceeding one typed page) :
on Major professional attainments, if any

16. Given this opportunity what you would do to fulfil the commitment expected of this responsibility (Brief write up).

DECLARATION

I do hereby declare that the statements made and information furnished above and the enclosure there to submitted by me are true.

Place:

Date : Signature of the candidate

Note: The envelope should be superscribed with and Name of the Post applied for.
