HUMAN RESOURCES DIVISION, HEAD OFFICE
मानव संसाधन प्रभाग, प्रधान कार्यालय
PLOT NO. 4, SECTOR 10, DWARKA, NEW DELHI – 110075
प्लाट नं 4, सेक्टर 10, द्वारका, नई दिल्ली – 110075

Opening Date for Submission of Online Application	**27.08.2025**
Closing Date for Submission of Online Application	**25.09.2025**

PUNJAB NATIONAL BANK INVITES ONLINE APPLICATIONS FROM INDIAN CITIZENS FOR APPOINTMENT OF CHIEF ECONOMIC ADVISOR ON CONTRACTUAL BASIS

1. ELIGIBLITY CRITERIA

Name of the Post	Vacancies	Age	Qualification	Experience
Chief Economic Advisor (CEA)	01 (One)	**Minimum**: 35 Years **Maximum** : 55 Years	**Mandatory Qualification** Masters of Economics preferably with specialization in Monetary/ Financial Economics OR Econometrics from a recognized Indian/Foreign University/ Institute. **Desirable Qualification** Doctorate degree in areas of Money/ Banking/ International Finance from a recognized university	**Mandatory experience:** Minimum 10 years of experience as an Economic Advisor in a Commercial Bank/ Financial Institution or other reputed Corporate/ Rating Agencies/ Organizations. **OR** Teaching Experience as Lecturer/Professor in Economics in a reputed college/ University. **OR** Combined experience as an Economic Advisor and in teaching. **Desirable:** Excellent communication skills supported by participation in various economic forums. Contribution to leading publications will be an added advantage.

NOTE: Age and experience shall be calculated as on last date of submission of application in completed years.

2. TERMS OF ENGAGEMENT

2.1 PERIOD OF ENGAGEMENT

CEA will be engaged on a contractual basis for a period of three years initially, subject to annual performance review. The term of engagement may be extended at the sole discretion of the Bank for a period of one year at a time subject maximum of five years. The contractual employee shall have no right or claim for regular employment in the organization.

2.2 REMUNERATION

a. The compensation shall be market driven and negotiable and will depend upon the experience and qualification of the candidate and will not be a limiting factor for a suitable candidate. The compensation will be on CTC basis.

b. CEA will not be entitled to dearness allowance or any other perquisites/ allowances.

c. CEA will not be eligible for any kind of staff loan, medical aid/ benefits, superannuation benefits, travel concessions, leave encashment, entertainment, newspaper, cleaning expenses, insurance or any other staff benefit scheme.

d. Income tax, professional tax, any other tax/ statutory liability will be borne by the CEA.

2.3 LEAVES

CEA shall be eligible for a total of 12 days leave per year, out of which, not more than 04 days leave can be taken at a time. Balance of the leaves shall not be allowed to be carried over to the next year and there will be no provision for encashment of leaves. CEA's working hours shall be the usual hours as applicable on all days except 2nd and 4th Saturday and holidays declared under N.I. Act.

2.4 ROLES AND RESPONSIBILITIES

The CEA shall be a Senior Executive on Contractual Basis equivalent to the rank of Deputy General Manager in the Bank & will report to CGM/ GM (Strategic Management & Economic Advisory Division, Head Office) directly and the following will be his key roles and responsibilities:

- The CEA will work hand-in-hand with our Strategic Management & Economic Advisory Division (SMEAD).
- Research on economic conditions in the country with respect to core sectors of economy and different countries.
- The CEA will play an important role of providing strategic inputs on policy formulation, analysis and strategy of the Bank based on macroeconomic and banking developments-India and Global to the Top Management of the Bank. S/he would need to be conversant with Banking/Financial scenario.
- The CEA will be responsible to keep herself/himself abreast and research on economic conditions in the country with respect to core sectors of economy and different industries,

analyse and assess the business performance and credit quality across sectors/portfolio to advice on risk and opportunities therein.

- The CEA shall take steps for enhancing the Bank's brand image through publication of high-quality research, communication of research/analysis to stakeholders, media & public.
- The CEA will be responsible for building and leading a credible and competent team by attracting, hiring and training high quality professionals into the Bank. Motivate and coach the team and ensure commitment to high performance and ethical standards.
- Analyze and interpret the impact of government and RBI policies on the economy and the bank's operations.
- Undertake additional responsibilities as assigned by the Bank.

2.5 JOB SPECIFIC SKILLS

- Deep understanding of domestic and global macroeconomic indicators and their implications.
- Strong knowledge of government economic policies, fiscal and monetary regulations.
- Expertise in econometric modelling, forecasting, and financial analysis.
- Leadership, problem-solving, and interpersonal skills to drive research initiatives effectively.

2.6 LOCATION

The CEA shall be posted at the PNB Head Office, New Delhi. However, the Bank reserves the right to relocate the candidate anywhere in India as per the Bank's requirement.

2.7 OTHER TERMS & CONDITIONS

a. Chief Economic Advisor will have to execute a non-disclosure/ confidentiality agreement under which he/ she shall agree not to disclose any information/ data which he/ she is privy to while in the contractual appointment and shall take reasonable security measures to prevent accidental disclosure. They will also have to sign a legal undertaking stating that there will be no conflict of interest of any kind from their side with the Bank.

b. In case of serving officer, he/ she will have to produce a letter of 'No Objection' from his/ her current organization at the time of interview and will have to resign/ get relieved from the services of current organization if he/ she gets selected, in the absence of which their candidature shall not be considered.

c. In case of selection, candidates will be required to produce proper unconditional discharge certificate/relieving letter from the previous employer at the time of taking up the appointment. Conditional discharge certificate/ relieving letter will not be accepted.

d. Contractual appointment will be of full-time nature i.e. once engaged; the officer cannot get involved in any other kind of employment by any other employer.

e. Selected candidate will have to produce a report of medical fitness from a medical practitioner (MBBS Doctor) at the time of joining the Bank.

f. This engagement shall be purely contractual in nature and either party will have the right to terminate the contract with prior notice of 90 days.

g. The engaged executive should be free from vigilance angle and not under investigation or any judicial enquiry at the time of engagement.

3. SELECTION PROCEDURE

a. The selection will be made based on Personal Interaction/ Interview (online/ physical).
b. However, the Bank may decide the modalities of selection depending on the number/ scope of applications received.
c. Number of candidates to be shortlisted will be decided by the Bank based on their qualification, experience, overall suitability or any other parameters as decided by the Bank for Interview. The shortlisted candidates will be called for the selection process and merely applying/being eligible for the post does not entitle the candidate to be eligible/invited for further selection process.
d. The qualifying marks in Interview will be decided by the Bank.

3.1 HOW TO APPLY

Candidates can only apply online and no other mode of application will be accepted.

3.1.1 Pre-Requisites for Applying Online

Before applying online, candidates should scan and upload their photograph, signature, left hand thumb impression, proof of age, educational qualification and work experience documents.

3.1.2 Procedure for Applying Online

a. Candidates are required to apply online through website **https://pnb.bank.in. No other means/ mode of application will be accepted**. They will have to click on "CLICK HERE TO APPLY ONLINE" tab under the Recruitments/Careers → "Engagement of Chief Economic Advisor on Contractual Basis" Notice.
b. Candidates are required to have a valid personal Email ID and Mobile Number. It should be kept active till completion of this recruitment project. Bank may send call letters for interview etc. to the registered email ID. In case, a candidate does not have a valid personal email ID, he/she should create his/ her new email ID before applying online. Under no circumstances, he/she should share/ mention email ID to/ or of any other person.
c. The name of the candidate and his/ her father/ husband etc. should be spelt correctly in the application as it appears in the certificates/ mark sheets/photo identity proofs etc. Any change/ alteration found may disqualify the candidature.
d. An Email/ SMS intimation on successful registration of the application will be sent to the candidate's Email ID/ Mobile Number specified in the online application form as a system generated acknowledgement. If a candidate does not receive the email/ SMS intimation at the email ID/ mobile number specified by him/ her, he/ she may consider that his/ her online application has not been successfully registered.

e. An online application which is incomplete in any respect such as without proper passport size photograph, signature, left hand thumb impression, or other attachments uploaded in the online application form will not be considered as valid.
f. Any information submitted by an applicant in his/ her application shall be binding on the candidate personally and he/she shall be liable for prosecution/ civil consequences in case the information/ details furnished by him/ her are found to be false at a later stage.

Please note that all the particulars mentioned in the online application including Name of the Candidate, Date of Birth, Address, Mobile Number, Email ID etc. will be considered as final and no change/modification will be allowed after submission of the online application form. Candidates are hence requested to fill in the online application form with utmost care as no correspondence regarding change of details will be entertained. Bank will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details or omission to provide the required details in the online application form.

3.2 List of Documents to be produced before Personal Interview

The following documents in original together with a self-attested photocopy in support of the candidate's eligibility and identity are to be invariably submitted at the time of interview or as and when required by the Bank, failing which the candidate may not be permitted to appear for the interview. Non submission of requisite documents by the candidate will debar his/ her candidature from further participation in the recruitment process.

i. Resume
ii. Printout of the valid Interview Call Letter
iii. Valid system generated printout of the online application form
iv. Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authority or SSLC/ Std. X Certificate with DOB)
v. Photo Identify Proof and Address Proof (Officially Valid Documents)
vi. Passport, if held
vii. Relevant documents in support of Educational Qualification: Individual Semester-wise/ Year-wise Mark sheets & Certificates including final degree certificate.
viii. Candidates serving in Government/ Quasi Govt Offices/ Public Sector Undertakings (including Nationalised Banks and Financial Institutions) are required to produce a "No Objection Certificate" from their employer at the time of interview.
ix. Relevant documents in support of the work experience declared (including appointment letter, salary slip, experience certificate, relieving letter etc.), awards and recognition during professional career. **Please note that work experience certificate should contain the designation, period of service and detailed job profile.**
x. Candidates who are retired should submit a copy of the relieving order/Discharge Certificate.
xi. Any other relevant documents in support of eligibility.

NOTE:

a. Candidate will not be allowed to appear for the Interview if he/ she fails to produce the relevant eligibility documents as mentioned above. Non-production of relevant eligibility documents as and when demanded by the Bank shall make the candidate ineligible for further process of recruitment.
b. If any candidate is found ineligible while verifying the documents, he/ she shall not be allowed to appear for Personal Interaction/ Interview.

3.2 Interview Call Letters

Call letters for interview will be sent through email or will be made available on the Bank's website for download. Date of commencement of downloading interview call letters will be intimated by way of separate notice on the Bank's website. Hence, the candidates are advised to visit the Bank's website frequently for the date of commencement of downloading interview call letters. **NO HARD COPY WILL BE SENT.**

4. APPLICATION FEE

a. No fee is applicable for the post of CEA.

b. **After completing the procedure of applying online, the candidate should take a printout of the system generated online application form and ensure the particulars filled in are accurate.**

c. Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability/ failure to log on to the authorised Bank's website on account of heavy load on internet/ website jam.

d. Bank does not assume any responsibility for the candidates not being able to submit their online application forms within the last date on account of the aforesaid reasons or for any other reason beyond the control of the Bank.

e. Signature in CAPITAL LETTERS will NOT be accepted.

f. All files uploaded in online application should be of the specified size and be clearly visible so as to determine the eligibility or else, the candidate's application may be rejected.

5. GENERAL INSTRUCTIONS

i. Before applying for the post, the candidate 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.

ii. In case it is detected at any stage of recruitment, that a candidate does not fulfill the eligibility norms and/or that he/ she has furnished any incorrect/false information or has suppressed any material fact(s)/information, his/ her candidature will automatically stand cancelled. If any of the above shortcoming(s) is/are detected even after appointment, his/her appointment is liable to be terminated. In such an eventuality, the candidate may also render himself/ herself liable to criminal prosecution.

iii. The Bank would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post. The decision of the Bank regarding eligibility of the candidate, the stage at which scrutiny of eligibility is to be undertaken, qualifications and other eligibility norms, documents to be produced for interview etc. and any other matter

relating to recruitment will be final and binding on the candidates. No correspondence or personal enquiries shall be entertained by the Bank in this regard.

iv. Incomplete applications will be rejected outrightly.

v. Canvassing in any form will be a disqualification.

vi. A recent, recognizable color passport size photograph, which should be the same as the one uploaded in the online application form, should be firmly pasted on the call letter for Interview and duly signed across by the candidate. Candidates are advised not to change their appearance till the recruitment process is complete. Failure to produce the same photograph at the time of interview may lead to disqualification. A candidate should ensure that the signature appended by him/ her in all the places viz. call letter, attendance sheet etc. and in all correspondences with the Bank in future should be identical and there should be no variation of any kind.

vii. While applying, the candidate will be required to provide details regarding criminal case(s) pending against him/ her, if any. The Bank may also conduct independent verification, inter alia including verification of police records etc. The Bank reserves the right to deny the appointment depending upon such disclosures and/ or independent verification.

viii. He/ she shall undertake that he/ she will not sub-contract/ sub-assign the assignment.

ix. Candidates will have to appear for the Personal Interaction/Interview/Joining at their own expense.

x. Request for change of contact number/ address/ email ID/ Interview center will not be entertained.

xi. Bank takes no responsibility for any delay in/ non-receipt or loss of any communication.

xii. Candidate should have a valid email ID, which shall be indicated in the application form and kept active during the period of the recruitment process to receive call letter and other communications, if any.

xiii. Any dispute arising out of and/ or pertaining to the process of recruitment under this advertisement shall be subject to the sole jurisdiction of the Courts situated at NCT of Delhi.

xiv. In case any dispute arises on account of interpretation of version other than English, English version will prevail.

xv. Candidates are advised to regularly visit the Bank's website www. pnb.bank.in under Recruitments/ Careers for updates/ notices/ instructions.

6. DISCLAIMER

i. The Bank reserves the right to cancel/ discontinue/ change the recruitment process at any stage, depending upon exigencies or otherwise and decision of the Bank in respect of all

matters pertaining to this recruitment will be final and binding on all the candidates. In case of cancellation of recruitment process, the candidates will be refunded application fee.

ii. **Any notice/ communication meant for the candidates displayed on Bank's website or conveyed to the Email ID mentioned in the application form, shall be deemed to be sufficient service of communication upon the candidate, for all purposes.**

Dated: 26.08.2025 **GENERAL MANAGER (HRD)**