

ICAI REGISTERED VALUERS ORGANISATION

(A Company formed by ICAI under Section 8 of the Companies Act 2013)

The ICAI Registered Valuers Organisation (ICAI RVO), is a subsidiary of the Institute of Chartered Accountants of India and is registered as a Section 8 Company to enroll and regulate registered valuers or valuer member in accordance with the Companies (Registered Valuers and Valuation) Rules, 2017, and functions incidental thereto.

ICAI RVO invites **ONLINE** applications from competent professionals for the following positions on contract basis:

Managing Director	
Qualification & Experience	<ul style="list-style-type: none">• A professional, preferably Chartered Accountant, with at least 10 years of post-qualification working experience in any Statutory/ Regulatory/ Professional Body/ PSU/ Industry. A degree in Finance, Management, Law, Economics, Specialization in Valuation shall be an added advantage.• Those working in Valuation field should possess minimum 10 years of experience in CXO assignments with exposure to regulatory/monitoring/disciplinary functions
Skill Sets Required	<ul style="list-style-type: none">• Sound knowledge of the Companies Act 2013 and Valuation Standards• Effective Management & delegation skill• Excellent organization and leadership skills• Experience as a Valuer preferred• Good interpersonal skills• Effective written and verbal communication skills
Job Profile	<ul style="list-style-type: none">• To act in accordance with the Articles of Association and Memorandum of Association of the Company for furtherance of objectives of ICAI RVO• Ensure compliance with the Companies Act 2013 and other applicable Circulars, rules and regulations of IBBI• Liaise with the Governing Board to make decisions regarding operational activities and set strategic goals• Plan and monitor the day-to-day business to ensure smooth progress• To promote professional development of Registered Valuers by organising Capacity Building Programs, publishing of Professional Publications, Educational materials and conducting training & skill development programs• Ensure that all statutory requirements of the organisation are met• To handle other tasks as assigned by the Governing Body or IBBI from time to time.
Administrative	To oversee all administrative tasks performed in the Company
Compliance	Ensure compliance with the Companies Act, 2013, Income Tax Act 1961 and all other statutory compliance and regulation
Age	Shall not be above 55 Years of age, This may be relaxed to 60 years in exceptional cases.
Nature of Employment	On Contract basis for a period of five years
Annual CTC	Rs. 24-30 Lakhs approx. A higher start may be considered in the case of an exceptionally qualified candidate.

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Deputy Director Legal Services	
Qualification & Experience	<ul style="list-style-type: none">• LLB/LLM/CA/CS with extensive legal experience preferably specialisation in Companies Act, 2013/ Corporate Laws / International/ Insolvency & Bankruptcy Law having at least 7 years of experience as a senior faculty or Head of the law department of any reputed industrial/business/academic Institution• Preference will be given to candidates with extensive knowledge of Legal issues relating to Companies Act, 2013, SEBI, Stressed Assets and IBC, practical experience as a legal support, handling RTI, advising on Legal Aspects of Grievances/Complaints resolution and handling Disciplinary/Appellate functions.
Skill Sets Required	<ul style="list-style-type: none">• In-depth knowledge of applicable laws• Effective Managerial Skills• Proficient in application of general laws• Experience in interpreting legislation into practical application• Avid Communicator with an ability to persuade• Excellent written and oral communication skills, presentation and negotiation skills
Job Profile	<ul style="list-style-type: none">• To prepare and update corporate legal strategy to promote and protect ICAI RVO's interests• To maintain proper interaction with relevant State/Union Govt. Bodies• To suggest and advice the Governing Board, Managing Director and other senior officers on relevant issues including matters relating to Disciplinary Proceedings, Grievance redressal, etc.• To contribute in the formulation of General Management Policy as a member of the executive management team• To ensure that legal documents are drafted reviewed and interpreted as per applicable laws• To ensure that all legal opinions and advice commissioned are stored in the legal advice database• To promote publication in the area of Valuation and Valuation Standards in India and abroad by way of research papers and case studies, presentation of research papers in conference of repute, contributions in the name of ICAI RVO in reputed journals, consultancy assignment etc.• To collaborate with key stakeholders and other ancillary operators of the Valuation Process for developing subject jurisprudence• Keep Board and Management updated with all developments in Valuation and other related areas
Administrative Compliance	To oversee all administrative tasks performed in the Department
	<ul style="list-style-type: none">• To ensure all statutory compliances/obligations• To develop and monitor appropriate quality assurance mechanisms for various tasks undertaken by the Department
Age	Shall not be above 45 Years of age
Nature of Employment	On Contract basis for a period of five years
Annual CTC	Rs. 15-20 Lakhs approx.

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Deputy Director Inspection and Monitoring	
Qualification & Experience	<ul style="list-style-type: none">• A Chartered Accountant, with at least 7 years of post-qualification working experience Internal/External Audits, Management Audits in the Financial Service Sector, Regulatory and Compliance Audits, Systems and Process Audits, Monitoring and Investigations, Processing of Inspection reports, Processing of Valuation Reports.• Preference will be given to candidates possessing Audit qualification in IT/Systems, CIMA/CPA/CIA/CFE or equivalent
Skill Sets Required	<ul style="list-style-type: none">• Sound knowledge of the Accounting Standards and Valuation Standards• Good interpersonal skills• Good monitoring skills• Effective written and verbal communication skills
Job Profile	<ul style="list-style-type: none">• To prepare and update the Inspection policy and Peer Review Policy and Manual of ICAI RVO on regular basis• To coordinate with IBBI and other RVOs for developing a common approach and assessment/rating model for the inspection• To conduct Inspections/Investigations, as directed• To prepare a report of the Inspection/Investigation(s) as per the Inspection Policy and submit the same to the Managing Director• To prepare a report of the Peer Review as per the report of the Peer Reviewer and submit the same to the Managing Director• To handle other tasks as assigned by the Managing Director time to time
Administrative	To oversee all administrative tasks performed in the Department
Compliance	To verify compliance of provisions of the Companies Act 2013, Rules, regulations, guidelines and directions issued by the Board in undertaking Inspections/Investigations, Peer Review
Age	Shall not be above 45 Years of age
Nature of Employment	On Contract basis for a period of five years
Annual CTC	Rs. 15- 20 Lakhs approx.

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Executive Officer Education and Training	
Qualification & Experience	<ul style="list-style-type: none">• CA or MBA in Finance preferably with Doctorate from a recognised University/Institute along with 5 years of experience as an Administrator with good knowledge of Valuation and Valuation Standards.• Preferable experience in handling Learning and Development for an educational institution.
Skill Sets Required	<ul style="list-style-type: none">• Strong written and oral communication skills• Effective technical skills• Effective Administration Skills• Should have sound inter personal effectiveness and coordination skills.
Job Profile	<ul style="list-style-type: none">• Arranging for 50 Hours Educational Course• Arranging for COP classroom training for all the Registered Valuers of RVO• Arranging CEP classroom training for all the Registered Valuers of RVO• Development of training modules for Registered Valuers• Updation of Education Material on Learning Management System Portal.• Updation of Professional Directory of Primary Members and Registered Valuers.• Coordination and Regular Reporting to IBBI as per the requirement/ direction• Management of Regular activities of ICAI RVO
Administrative	<ul style="list-style-type: none">• Coordinating with Branches of ICAI, Travel Agent and Hotels for rolling out the educational courses and COP.• Controlling the collection of Primary Membership fees with respect to Bank Receipt and GST tax liability.• Arrange for CEP Classrooms including the selection of Topics, study material, faculty and logistics.• Regular activities for smooth conduct of batches of Educational Course, COP and CEP.
Compliance	<ul style="list-style-type: none">• To ensure all statutory compliances/obligations• To develop and monitor appropriate quality assurance mechanisms for various tasks undertaken by the Department
Age	Shall not be above 35 Years of age
Nature of Employment	On Contract basis for a period of five years
Annual CTC	Rs. 12-15 Lakhs approx.

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Executive Officer Research & Publications	
Qualification & Experience	<ul style="list-style-type: none">• CA or MA in Economics/Statistics with published research work preferably with Doctorate from a recognised University/Institute along with 5 years of experience as a Member Editorial Board of a professional journal, teaching, guiding, research activity, sourcing articles, analysis of trends for reports & papers, policy review, validation and recommendations etc,
Skill Sets Required	<ul style="list-style-type: none">• Strong written and oral communication skills• Ability to improve the quality of publication• Familiar with statistical designs/methods• Effective technical & managerial skills• Should effectively analyse Statistical and Graphical Data
Job Profile	<ul style="list-style-type: none">• To nurture, inculcate and develop a vibrant research culture in functional areas viz. Valuation Methodologies & Practice, Accounting, Finance, Marketing, OB, HR, CSR, IT, Economics etc• To promote research in all spheres viz., action research, applied research and industry focused research• To facilitate intellectual contributions both in national and international academic forum• To promote publications of research papers and case studies into national/international journals, presentation of research papers in conference of repute, contribution of chapters in books invited as referees and editors of reputed journals etc• To ensure effective dissemination of research output amongst our key stakeholders namely Registered Valuers, Regulators, Government Bodies, Academic Community, Student and Industry, Senior/Middle/Junior working executives of Bank and other ancillary operators of the Valuation process.• To facilitate Continuous Professional Education & Research and organise effective Faculty Development Programs
Administrative	<ul style="list-style-type: none">• To develop a research culture and to work out a research agenda for implementation of the same• To identify experts at national level who may be invited to write papers and carry out research on topics, as identified in the research agenda• To integrate research outputs with the learning process, using publications, newsletters and dedicated magazines, as appropriate
Compliance	<ul style="list-style-type: none">• To ensure all statutory compliances/obligations• To develop and monitor appropriate quality assurance mechanisms for various tasks undertaken by the Department
Age	Shall not be above 35 Years of age
Nature of Employment	On Contract basis for a period of five years
Annual CTC	Rs. 12-15 Lakhs approx.

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Support Officer (General)- Two	
Qualification & Experience	<ul style="list-style-type: none">CA/LLB/MBA, preferably with a background in data analysis, monitoring, administration/HR, internal audit, compliance, etc. with at least 3-5 years' experience in an establishment engaged in providing Management, Legal or Financial services, etc.
Skill Sets Required	<ul style="list-style-type: none">Excellent interpersonal skillsExcellent presentation skillsAbility to deal with Banks, Regulatory Authorities, Auditors, Analyzing Data, follow-up, handling correspondence, organizing seminars, trainings, conferences, etc.
Job Profile	<ul style="list-style-type: none">Provide support to departmental heads for an efficient discharge of their respective functions.Manage the Admin/HR functions, including drafting policies and implementing appropriate systems and processes for improving office and staff efficiency.Developing appropriate MIS to facilitate decisionsFollow-up on assigned issues till closure, etc.
Administrative	<ul style="list-style-type: none">Maintenance of Leave and other Staff recordsAccounts administration, including reconciliation, reporting of discretionary expenditure, financial approvals and maintenance of records, etc.
Compliance	<ul style="list-style-type: none">To ensure all statutory compliance/obligations
Age	Maximum age of 35 Years.
Nature of Employment	On Contract basis for a period of five years
Annual CTC	Rs. 8-10 Lakhs approx.

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Eligible persons desirous of taking up any of the assignments should indicate the position applied for and submit their online applications on the given format to:

Authorised Signatory,
ICAI Registered Valuers Organisation,
e-Mail: rvo.recruitment@icai.in

Last Date for Submission: November 7, 2019.