



**SIDBI Venture Capital Limited**  
**SIDBI, Swavalamban Bhavan, 2<sup>nd</sup> Floor, C-11, G-Bock,**  
**Bandra Kurla Complex, Bandra East,**  
**Mumbai – 400 051**

**Advertisement No. 06 / 2024 - 25**

**Engagement of Investment Associate (IA) on Contractual Basis (Full Time) -2024-25**  
**February 17, 2025**

SIDBI Venture Capital Limited (SVCL) ([www.sidbiventure.co.in](http://www.sidbiventure.co.in)), a wholly owned subsidiary of Small Industries Development Bank of India (SIDBI), has established itself as the leading domestic Investment Manager for Venture Capital Funds / Alternative Investment Funds for early stage and growth stage investing, particularly for MSMEs across diversified sectors.

SIDBI Venture Capital Limited (SVCL) invites applications from eligible and suitable candidates for the following post as detailed below:

<b>S. No.</b>	<b>Post</b>	<b>Total Vacancies</b>
1	Investment Associate	2

### **Investment Associate (IA)**

<b>A.</b>	<b>Name of the Post</b>	<b>Investment Associate (IA)</b>
<b>B.</b>	<b>Type of the Post</b>	Contractual on <b>full time basis.</b>
<b>C.</b>	<b>No. of Vacancies</b>	02 (Two)
<b>D.</b>	<b>Place of Posting / Transfer</b>	<p><b>Guwahati / Agartala (2 vacancies)</b></p> <p>SVCL reserves the right to post/transfer the staff on contract to any of the offices of SVCL or to depute to any of its parent/associates or any other organization depending upon the exigencies of service.</p>
<b>E.</b>	<b>Period of Contract</b>	<p>The term of the contract would initially be for a period of three years, extendable, at the sole discretion of SVCL, for a further period of up to two years.</p> <p>The contract can be terminated at three months' notice on either side or salary and allowances (if any) in lieu thereof.</p>
<b>F.</b>	<b>Scope of Work</b>	<ul style="list-style-type: none"> <li>• Market Research and Analysis: Conducting thorough research on industry trends, market conditions, and emerging technologies.</li> <li>• Deal Sourcing: Identifying and sourcing new investment opportunities and building adequate pipeline of investment opportunities.</li> <li>• Financial Modelling and Valuation: Building financial models to evaluate the potential returns and risks of investment opportunities.</li> <li>• Working with the team on key metrics to measure the financial returns on investments.</li> <li>• Conducting investment appraisals, preparing, presenting, and maintaining detailed investment documentation for the Fund's Investment Committee, Board of Directors and Investors.</li> <li>• Due Diligence: Supporting detailed due diligence on potential investments, including analysing business plans, financial statements, and competitive positioning.</li> <li>• Portfolio Management: Assisting in the monitoring and support of investee companies, including tracking their performance and helping with strategic initiatives.</li> <li>• Reviewing periodic financial statements, project progress reports, and other information submitted by investee companies.</li> <li>• Preparing reports for internal and investor communication and coordinating with Investors.</li> <li>• Any other work given by SVCL from time to time.</li> </ul>

<b>G. Eligibility Criteria</b>								
<b>a</b>	Age limit	The candidate should not be more than <b>30 years</b> old as on <b>February 17, 2025</b> .						
<b>b</b>	Educational Qualification	Qualified Chartered Accountant along with graduation from UGC / AICTE recognized college/university. The candidate should have cleared the CA Final exams in not more than two attempts.						
<b>c</b>	Experience	Nil						
<b>H. Remuneration</b>								
Indicative remuneration offered on Cost to Company (CTC) basis:								
<table border="1"> <thead> <tr> <th>Sl No</th> <th>Place of Posting</th> <th>Indicative CTC (Fixed components) (negotiable)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Guwahati / Agartala</td> <td>₹9 lakh p.a.</td> </tr> </tbody> </table>			Sl No	Place of Posting	Indicative CTC (Fixed components) (negotiable)	1	Guwahati / Agartala	₹9 lakh p.a.
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1	Guwahati / Agartala	₹9 lakh p.a.						
Apart from initial remuneration offered on Cost to Company (CTC) basis, there would be provision for Annual increment on CTC finalized initially, which shall be considered by SVCL based on the performance review from time to time.								

**Other Conditions (Applicable for All posts):**

<b>1.</b>	<b>Right to raise / modify the eligibility criteria</b>	<b>Important:</b> SVCL reserves the right to raise/modify the eligibility criteria including educational qualification and minimum work experience in order to restrict the number of candidates to be called for Interview, commensurate with the number of vacancies.
<b>2.</b>	<b>HOW TO APPLY</b>	<p>The selection will be by the process being organized by Committee for Members in Industry &amp; Business (CMI&amp;B) for the Newly Qualified Chartered Accountants. Out of the listed locations by CMI&amp;B, SVCL will be undertaking interviews tentatively at <b>Guwahati</b> center.</p> <p>The interested candidates are requested to visit the website of CMI&amp;B (<a href="https://cmibplacements.icai.org/">https://cmibplacements.icai.org/</a>) for Indicative Guidelines and Procedure for Registration.</p> <p><b>Applications sent directly to SVCL will not be entertained under any circumstances.</b></p>

3.	<b>Selection Procedure</b>	<p>Selection would be by way of shortlisting and personal interview to be held at the location viz., <b>Guwahati</b> (address given at the website of CMI&amp;B- (<a href="https://cmibplacements.icai.org/">https://cmibplacements.icai.org /</a>)).</p> <p>SVCL reserves the right to modify the selection procedure, if deemed fit.</p> <p><b>Merit List:</b> Merit list for selection will be prepared in descending order on the basis of scores obtained in interview only.</p> <p><b>Wait List:</b> If need arises, SVCL reserves the right to draw wait list of candidates and consider such wait listed candidate(s) for meeting actual requirement.</p> <p>In case more than one candidate score equal marks, such candidates will be ranked according to their age in descending order, both in the select list as well as in the wait list.</p>
4.	<b>Others</b>	<ul style="list-style-type: none"> <li>i. The candidate must be a citizen of India.</li> <li>ii. The number of vacancies mentioned above are provisional and may vary.</li> <li>iii. The designation / name of the post mentioned above are only indicative. SVCL reserves the right to change the name of post / designation at any time without prior notice on the requirement of SVCL.</li> <li>iv. Appointments of selected candidates will be subject to his / her being declared medically fit by SVCL's Medical Officer, satisfactory report about his / her character and background verifications, satisfactory report from his / her referees and completion of all other pre recruitment formalities to the complete satisfaction of SVCL.</li> <li>v. In case it is detected at any stage that a candidate does not fulfill any of the eligibility criteria for the post applied for and / or that he / she has furnished any incorrect information or has suppressed any material fact(s), or has resorted to Impersonating or procuring impersonation by any person; his / her candidature will stand cancelled forthwith. If any of these shortcomings is / are detected even after the appointment, his/her services will be liable to be terminated forthwith.</li> <li>vi. The applicant shall be liable for civil/ criminal consequences in case the information submitted in his/ her application are found to be false at a later stage.</li> <li>vii. Decisions of SVCL in all matters regarding eligibility, shortlisting, conduct of interview, selection, calling for joining etc, would be final and binding on the applicants for the posts. No representation or correspondence will be entertained by SVCL in this regard. Canvassing in any form will lead to disqualification of candidature.</li> </ul>

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