

Integrated Headquarters of the
Ministry of Defence (Navy)
Room No.004, Ground Floor
Talkatora Stadium Annexe
New Delhi 110004

DX/300/INPA

19 Oct 22

The Flag Officer Commanding-in-Chief
(for COS)
Headquarters, Western Naval Command
Mumbai 400001

The Commander-in-Chief
(for COS)
Headquarters, Andaman & Nicobar Command
c/o Navy Office
Port Blair 744102

The Flag Officer Commanding-in-Chief
(for COS)
Headquarters, Eastern Naval Command
Visakhapatnam 530014

The Flag Officer Commanding-in-Chief
(for COS)
Headquarters, Southern Naval Command
Kochi 682004

MoU FOR EMPLOYMENT OF *IN* ESM WITH CITICORP

1. Refer to 404 IG of 18 Oct 22.
2. **Introduction.** Memorandum of Understanding for employment of retired/ retiring personnel has been concluded with Citicorp Services India Private Limited on 18 Oct 22. The MoU would facilitate employment of *IN* ESM in various job roles in the company at various locations.
3. **QRs.** Personnel would be employed based on in-service experience and on the basis of suitability of the candidate on salaries as decided/ agreed by both the employer and prospective employees.
4. **Selection Procedure.** Post scrutiny of the resume, the HR would indicate the process to be followed by recruiter to the prospective employee.
5. ***IN* Procedure.**
 - (a) Retiring personnel are to forward their resumes to INPA by email (inpa@navy.gov.in) through Command Placement Cells, duly approved by Commanding Officer/ OsIC/ CSO (P&A)/ Organisation heads. Retired personnel may forward their resumes directly or through Command Placement Cells to INPA.

(b) Personnel may apply directly at <https://careers.citigroup.com> or <https://jobs.citi.com>. Post applying, personnel are to forward the Job Req ID no. and ticket no. to INPA.

6. **Disclaimer.** INPA would facilitate the process of employment by forwarding resumes received for the same. However, final call on selection, pay/ perks, location of employment etc. is the sole prerogative of Citicorp Services India Private Limited. No queries/ grievances on these matters would be entertained at IHQ MoD (N)/ DESA.

7. It is requested that contents of this letter be widely publicised.



(Pankaj Sharma)
Cmde (ESM Affairs)

Copy to:-

The Commodore
Bureau of Sailors
Cheetah Camp, Mankhurd
Mumbai 400088

The Commanding Officer
INS India
Defence Offices Complex
Africa Avenue
New Delhi 110023

The Officer-in-Charge (Release Centre)
Cheetah Camp, Mankhurd
Mumbai 400088

Internal

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