

# Central Bank of India

## ANNEXURE-II

### **Recruitment/Engagement of Faculty for RSETIs (Rural Self Employment Training Institutes) & Incharge /Counsellor for FLCs (Financial Literacy Centres) on Contract basis for the year 2021-22.**

**IMPORTANT : LAST DATE OF RECEIPT OF APPLICATION: 30.09.2021**

#### COMPANY PROFILE:

Central Bank of India, a leading Public Sector Bank, with Pan India Branch Network of near about **4600 branches** with total business of more than **5,00,000 crore**, driven by talented work force of **32000 +** employees, is looking for Post-graduate viz. MSW/MA in Rural Development/MA in Sociology/Psychology/ B.Sc. (Agri.)BA with B.Ed.etc. for recruitment on contract as Faculty for its RSETIs and Graduate / Post Graduate degree from a UGC recognized University for Incharges for its FLCs already opened. Retired Scale-II Officers may also be considered for the post of Incharges for FLCs only.

The details are given below:

#### **1. AGE, QUALIFICATION & EXPERIENCE (As on 01.09.2021)**

<b>Sr. No.</b>	<b>Name of the Post</b>	<b>Age</b>	<b>Qualification</b>	<b>Experience / Other eligibility criteria.</b>
1.	Faculty RSETI.	Less than 65 years with sound Health	<b><u>Essential:</u></b> (i) Post-graduate viz. MSW/MA in Rural Development/MA in Sociology/ Psychology/ BSc (Agri.) BA with B.Ed.etc. Shall have a flair for teaching with Computer knowledge.  <b><u>Desirable:</u></b> Retd. Bank Official with working experience as officer and candidate having experience of working as Faculty, Rural Development with qualification stated above, will get preference. **	<b><u>Essential:</u></b> (i) Should be well conversant with local language.  (ii) Should be resident of W.B., preferably Jalpaiguri/ nearby District.
2.	Counsellor FLCC		<b><u>Essential:</u></b> (i) Graduate / Post Graduate degree from a UGC recognized University.  <b><u>Desirable:</u></b> Officers with rural development background i.e. Agriculture Finance Officer / Rural Development Officer / Agriculture Officers converted to Mainstream of banking / Lead District Managers and Faculty leaders / Faculty members of Training Centres / Colleges with specialization in Rural Development etc. shall be preferred.	(i) Candidate should have retired on VRS or on attaining superannuation with minimum 20 years of service of which at least 15 years in Officer Cadre.  (ii) He should have worked as Branch Finance Manager in any scale in a rural branch for at least 3 years OR as AFO (Agriculture Finance Officer) in a Rural Branch for a period of 3 years.  (iii) He should have unblemished record and possess satisfactory service certificate from the previous employer.  (iv) Should be well conversant with local language.

				<p>(v) Should have retired from Scale-II &amp; above for FLCs.</p> <p>(vi) Should be resident of W.B., preferably Jalpaiguri or nearby District.</p>
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**\*\* A Self attested copy of service certificate from the previous employer/ experience of working as Faculty, rural Development be submitted along-with the application. Original be produced at the time of interview.**

## **2. CONTRACT PERIOD:**

The candidate shall be appointed on Contract basis for a period of one year. Renewal of contract may be considered at the Bank's sole discretion and subject to satisfactory performance.

- To submit Performance Appraisal to Regional Manager one month in advance of expiry of contract

## **3. CONTRACT AMOUNT AND OTHER TRAVELLING EXPENSES:**

**(For FACULTY RSETI)** The contract amount shall be fixed at Rs.20,000/- per month. No other allowance/ benefit/ payment/ facility will be admissible.

**(For FLCC)** The contract amount shall be paid an amount equivalent to last pay & allowances drawn less the initial amount of Pension fixed before commutation plus relief etc. payable thereon or Rs. 15,000/- p.m. whichever is lower Further a lump sum amount of Rs. 500/- p.m. shall be paid towards Mobile, Conveyance etc. However, the condition of "Last Pay & Allowance drawn by the Officer less the initial amount of pension fixed before commutation plus relief etc." will be applicable only to the pension co-opted retired bank official of a Nationalized Bank and in case of non-pensioner, the candidate will be eligible only for Rs.15,000/- p.m. together with lump sum amount of Rs. 500/- towards Mobile, Conveyance etc. Please note that no other benefits or charges shall accrue or be payable.

Reimbursement of TA/DA for traveling as per requirement of the post shall be made as per revised rate Rs. 300/- per day and travelling expenses to be paid on actual basis.

No Diem allowances / reimbursement shall be payable where vehicle is provided.

## **4. LEAVE:**

The candidates shall be entitled for 15 days leave per year with maximum of 02 days per month.

## **5. JOB PROFILE:**

### **For Faculty:**

The functioning of Faculty shall be broadly to assist the Director in conducting Training and Awareness Programmes, Generation of Application & Selection of Candidate, Preparation of Annual Action Plan, Logistics for Training Programme, Handling Sessions, Preparation of Notes and similar other activities of the centre.

**For Counsellor:**

These officer shall be working as “Counselor-FLCs” and has to oversee the overall functioning of FLC.

**6. SELECTION PROCEDURE:**

The eligible candidates will be called for personal interview and the decision of the Bank in this regard shall be final.

**7. SUBMISSION OF APPLICATION:**

Eligible candidates have to submit their sealed covered applications in the given format (Annexure-A). Last date for receipt of application is 30.09.2021, 4.00 p.m. No applications shall be entertained beyond the stipulated date & time. Incomplete applications will be rejected.

Address for the application, Super scribing “**Application for the post of Recruitment as Faculty of RSETI, Jalpaiguri/ Counselor FLC Jalpaiguri, Central Bank of India, Regional Office address: Central Bank of India, Regional Office- Jalpaiguri, 4 No. Ghumti, Nilu Bhawan, P.O. & District – Jalpaiguri, PIN- 734 401.**”

**Further, if any candidate desires to submit the application by hand, he may submit the same at above mentioned Regional Office address.**

**8. APPLICATION FEE:**

There is no application fee prescribed.

**9. GENERAL INSTRUCTIONS:**

- While applying for the post, the applicant should ensure that he/she fulfills the eligibility and other norms mentioned above and that the particulars furnished are correct in all respects. 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), his / her candidature will automatically stand cancelled. If any of the above shortcoming(s) is / are detected even after appointment, his / her contractual appointment is liable to be terminated without any notice.
- In case of suitable and deserving cases, any of the requirements and conditions of eligibility mentioned above, may be relaxed at the discretion of the Management. The Management reserves the right to fill or not to fill the above advertised position without assigning any reason thereof.
- Mere admission of application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him / her right to be called for interview

## ANNEXURE-A

### **APPLICATION FOR THE POST OF FACULTY/COUNSELOR FOR RSETIs/FLCs ON CONTRACTUAL BASIS.**

Paste Passport size  
photograph

Please sign across  
the photograph

To

Regional Manager,  
Central Bank of India,

\_\_\_\_\_,  
\_\_\_\_\_,  
\_\_\_\_\_.

With reference to your advertisement on Bank's Website dated \_\_\_\_\_ I, submit my application in prescribed format.

1.	<b>NAME (in full)</b>	:	
2.	<b>ADDRESS FOR CORRESPONDENCE</b>	:	
3.	<b>CATEGORY</b>	:	
4.	<b>If person with Disability:</b>		
	Type of disability	:	
	Percentage of disability	:	
5.	<b>Date of Birth (as per School leaving Certificate)</b>	:	
	Age in completed years as on _____	:	
6.	<b>Contact Details:</b>		
	Mobile No.	:	
	Landline No.	:	
	e-mail ID	:	
7.	<b>GENDER</b>	:	
8.	<b>NATIONALITY</b>	:	
9.	<b>RELIGION</b>	:	
10.	<b>MARITAL STATUS</b>	:	
11.	<b>FATHER's / HUSBAND's NAME</b>	:	
12.	<b>PERMANENT ADDRESS</b>	:	

13. **EDUCATIONAL QUALIFICATION:**

Qualification	Details (B.A/ B. Sc. / M.A / M. Sc. Etc.)	Board / University	Full Time / Part-Time	Year of Passing	Subject / Specialization	Marks (Rank if any)
Graduation						
Post Graduation						
Professional Qualification						
Others / Computer Knowledge						

Note: Please attach copy of certificate duly self-attested.

14. **RELATIVE EXPERIENCE** – Total (in years) \_\_\_\_\_.

Sr. No.	Name of Bank	Designation	Duration	Responsibilities	Pay Scale	Extra Ordinary Achievements

15. For Faculty only:

Relative Experience (if any) \_\_\_\_\_ Total in years \_\_\_\_\_

Sl No	Institution	Designation	Duration From To	Responsibilities	Achievements

16. For retired Officials:

Retired on VRS / Superannuation	:	
Date of Retirement	:	
Total years of Service	:	Years.
Out of which as an Officer	:	Years.
No. of years worked as Rural Branch Managers	:	Years.
Date of issue of Service Certificate of previous Employer	:	

Note: Please attach self-attested copy of service certificate of previous employer/ experience of Faculty, Rural Development from organization/ institutions concerned.

17.	<b><u>Details of Present Employment</u></b>		
	(a)	<b>Organisation</b>	:
	(b)	<b>Full Address</b>	:
	(c)	<b>Position</b>	:
	(d)	<b>Reporting to</b>	:
	(e)	<b>Salary / Compensation Presently drawn</b>	:

18.	<b>Brief details of experience in the Bank in respect of working in Rural Area / as Rural Development In-Charge / As Faculty / As LDM.</b>

19.	<b>Significant Achievement (if any) in respect of above assignments:</b>

20.	<b>Name &amp; Address of two references:</b>	
	(1)	(2)

**DECLARATION:**

I hereby declare that the particulars furnished above are true and correct to the best of knowledge and belief and I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature / appointment for the said post is liable to be cancelled / terminated at any stage and if appointed, my service are liable to be terminated. I am willing to serve anywhere in India. I agree that Bank has right to transfer me to any part of the country at its discretion.

I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and / or out of said advertisement can be instituted by me only at Mumbai and Courts / Tribunals / Forums at Mumbai undertake to abide by all the terms and conditions mentioned in the advertisement displayed on Bank's website dated \_\_\_\_\_.

\_\_\_\_\_  
**(Signature of applicant)**

Place : \_\_\_\_\_.

Date : \_\_\_\_\_

Enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.