

क्षेत्रीय कार्यालय कोटा

RO/KOTA/ASBD/2025-26/418

Date : 19.08.2025

Reg : Engagement of Attender for RSETI, Kota (Rural Self Employment Training Institutes) on annual contract basis.

Society/Trust Profile:

Central Bank of India Samajik Utthan Avam Prashikshan Sansthan (CBI-SUAPS), a Society/Trust, (registered under Society Registration Act 1860 with Head Office at Mumbai), sponsored by Central Bank of India and engaged in imparting training to rural youth for their self-employment and bringing awareness among rural masses on financial literacy through its 46 RSETI & 48 FLCC centres located in 51 Lead Districts allotted to the Bank in the country, is looking for engaging the services of Office Assistant on Annual Contract basis for our RSETI center Kota,

The details are given below:

1. AGE, QUALIFICATION & EXPERIENCE

Sr. No.	Name of the Post	Age	Qualification	Experience / Other eligibility criteria.
1.	Attender/Sub staff	22-40 years	Shall be matriculate and ability to read and write the local language preferred.	Essential: 1. Should be resident of the same state preferably same or nearby district/residing at the head quarter of RSETI centre.

2. CONTRACT PERIOD, AMOUNT AND OTHER TRAVELLING EXPENSES:

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

No person employed elsewhere will be allowed to work on instant advertised post after being selected for the contractual engagement.

3. CONTRACT AMOUNT :

Consolidated salary of Rs 14000- 1000*5 -Rs. 19000/-. Annual performance incentive of Rs. 1000/-every year will be based on satisfactory review/performance of the services rendered.

Other allowances as per latest HR policy.

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Website: www.centralbankofindia.co.in

4. LEAVE:

As per latest HR policy.

5. JOB PROFILE:

Attender will perform the duties as sub staff under and as per the direction/instructions given by In Charge, Cent Rseti.

6. SELECTION PROCEDURE:

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

7. SUBMISSION OF APPLICATION:

Eligible candidates have to submit their applications in the given format (Annexure). **Last date for receipt of application is 15.09.2025. No applications shall be entertained beyond the stipulated date. Incomplete applications will be rejected.**

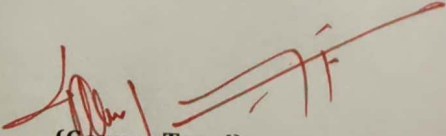
Address the application, Subscribing "Application for the post of **Attender** at RSETI center on contract for **one year...**" to Regional Manager/Co-Chairman, Dist. Level RSETI Advisory Committee (DLRAC), Central Bank of India, Regional Office, Hotel Airlines Building, opposite MBS hospital, Nayapura Kota-324001

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 criteria 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 engagement, his / her contractual engagement 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 of Society/Trust. The Management of Society/Trust 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.


(Gaurav Tyagi)
Regional Head



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क्षेत्रीय कार्यालय कोटा

RO/KOTA/ASBD/2025-26/417

Date: 19.08.2025

Reg : Engagement of Faculty for RSETI, Kota (Rural Self Employment Training Institutes) on annual contract basis.

Society/Trust Profile:

Central Bank of India Samajik Utthan Avam Prashikshan Sansthan (CBI-SUAPS), a Society/Trust, (registered under Society Registration Act 1860 with Head Office at Mumbai), sponsored by Central Bank of India and engaged in imparting training to rural youth for their self-employment and bringing awareness among rural masses on financial literacy through its 46 RSETI & 48 FLCC centres located in 51 Lead Districts allotted to the Bank in the country, is looking for engaging the services of Office Assistant on Annual Contract basis for our RSETI center Kota,

1. AGE, QUALIFICATION & EXPERIENCE

Sr. No.	Name of the Post	Age	Qualification
1.	Faculty	22-40 years	Essential: <ol style="list-style-type: none">1. Shall be a Graduate(any i.e Science/Commerce/arts)/PG however preference may be given to MSW/MA in rural development/MA in sociology/Psychology/Bsc.(Veterinary)Bsc. (Horticulture),Bsc.(Agri),Bsc(AgriMarketing)/B.A with B.ed. etc.2. Shall have a flair for teaching and possess sound computer Knowledge.3. Excellent communication skills in the local language essential, fluency in English and Hindi will be an added advantage.4. Skill in typing in Local language essential.5. Typing skills in Hindi/English typing an added advantage.6. Previous experience as faculty preferred

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, AMOUNT AND OTHER TRAVELLING EXPENSES:

The contract will be valid for a period of 5 year subject to annual review and renewal of the contract by Central office once a year.

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No person employed elsewhere will be allowed to work on instant advertised post after being selected for the contractual engagement.

3. CONTRACT AMOUNT AND OTHER TRAVELLING EXPENSES:

Consolidated salary of Rs 30000- 2000*5 -Rs. 40000/-. Annual performance incentive of Rs. 2000/-every year will be based on satisfactory review/performance of the services rendered.

4. LEAVE: As per latest HR policy.

5. JOB PROFILE:

The functioning of the Faculty shall be broadly to assist the Director in conducting Training and Awareness Programme, 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.

6. SELECTION PROCEDURE:

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

7. SUBMISSION OF APPLICATION:

Eligible candidates have to submit their applications in the given format (Annexure). **Last date for receipt of application is 15.09.2025.** No applications shall be entertained beyond the stipulated date. Incomplete applications will be rejected.

Applicant can submit their application in subscribed format with the heading on envelope "Application for the post of **Faculty** at RSETI center on contract **for one year...**" to Regional Manager/Co-Chairman, Dist. Level RSETI Advisory Committee (DLRAC), Central Bank of India, on below mentioned address :

Central Bank of India

Regional Office, Kota

Hotel Airlines Building, 3B, Civil Lines Nayapura , Kota-324001

8. APPLICATION FEE:

There is no application fee prescribed.

9. GENERAL INSTRUCTIONS:

- (j) While applying for the post, the applicant should ensure that he/she fulfills the eligibility criteria 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

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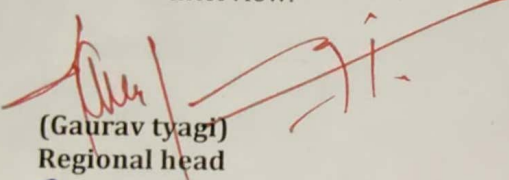
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of the above shortcoming(s) is / are detected even after engagement, his / her contractual engagement is liable to be terminated without any notice.

- (k) 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 of Society/Trust. The Management of Society/Trust reserves the right to fill or not to fill the above advertised position without assigning any reason thereof.
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