

Central Bank of India

ANNEXURE-II

Recruitment/Engagement of **Counsellor of FLC (Financial Literacy Centre) Raisen** on Contract basis for the year 2024-25.

IMPORTANT: LAST DATE OF RECEIPT OF APPLICATION: 02-05-2024

COMPANY PROFILE:

Central Bank of India, a leading Public Sector Bank, with Pan India Branch Network of more than **4300 branches** with total business of more than **4,00,000 Crores**, driven by talented work force of **37000 +** employees, is looking for retired bank officers in Scale-III and above having experience in working in any Public Sector Banks / SBI (i.e. our bank / any other Public Sector Banks / SBI/RRB) and with relevant expertise for recruitment on contract as In-charges for its RSETIs and FLCs already opened.

The details are given below:

1. AGE, QUALIFICATION & EXPERIENCE

Sr. No.	Name of the Post	Age	Qualification	Experience / Other eligibility criteria.
1.	Counsellor FLC, Raisen.	Less than 65 years with sound Health	<u>Essential:</u> (i) Graduate / Post Graduate degree from a UGC recognized University. <u>Desirable:</u> 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 Centers / Colleges with specialization in Rural Development etc. shall be preferred.	<u>Essential:</u> (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) S/He should have worked as Branch 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) S/He should have unblemished record and possess satisfactory service certificate from the previous employer. (iv) Should be well conversant with local language. (v) Should have retired from Scale-III or equivalent or above. (vi) Should be resident of Madhya Pradesh, preferably same or nearby district.

2. CONTRACT PERIOD, AMOUNT AND OTHER TRAVELLING EXPENSES:

The candidate shall be appointed on Contract basis for a period of one year. Renewal may be possible at Bank's sole discretion in terms of extant policies and rules.

Following conditions to be incorporated while issuing the Renewal of Contract letter to the member concerned:

- (a) To submit Performance Appraisal to Regional Head concerned one month in advance of expiry of contract.
- (b) Subject to Performance under other various parameters as per Bank's Performance Appraisal, the renewal of contract (which will be sole prerogative of Bank) shall be considered keeping in view the grading of minimum "B" of FLC Centre, as per parameters prescribed by the Govt. of India.

3. CONTRACT AMOUNT AND OTHER TRAVELLING EXPENSES:

The contract amount shall be paid per month up to "an amount equivalent to last pay & allowances drawn less the initial amount of Pension fixed before commutation plus relief etc. payable thereon" or Rs.25000/- p.m., whichever is lower. Further, a lump sum amount of Rs.1000/- 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.25000/- p.m. together with lump sum amount of Rs.1000/- towards Mobile, Conveyance etc. Please note that no other benefits or charges shall accrue or be payable by the Bank.

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

No other allowances / reimbursement of expenses will be admissible.

The candidate selected for the Post will have to make his/her own arrangements for staying at Raisen after assuming charge.

4. LEAVE:

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

5. JOB PROFILE:

These officers shall be working as "Counsellor-FLC" and have to oversee the overall functioning of FLC, as the case may be.

6. SELECTION PROCEDURE:

The eligible candidates will be shortlisted by the committee at Bank's Regional Office Bhopal and they will be separately informed to appear for personality test and the decision of the Bank in this regard shall be final.

7. SUBMISSION OF APPLICATION:

Eligible candidates have to submit their applications in the given format (Annexure-A). Last date for receipt of application is **02-05-2024**. No applications shall be entertained beyond the stipulated date. Incomplete applications will be rejected.

Address the application, super scribing “Application for the post of Recruitment as Counsellor of FLC on contract” as the case may be to -

**Regional Head
Central Bank of India
Regional Office, 2nd floor
9, Arera Hills, Jail Road, Bhopal
Pin - 462011**

Further, it is informed that the applications can be submitted by hand to the above address also.

8. APPLICATION FEE:

There is no application fee prescribed.

9. GENERAL INSTRUCTIONS:

- (a) 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.
- (b) 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.
- (c) 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.
- (d) No TA/DA will be payable to eligible candidates called for Interview. He/ She shall have to make their own arrangements for the same.

ANNEXURE-A

APPLICATION FOR THE POST OF COUNSELLOR FLC RAISEN
(ON CONTRACTUAL BASIS)

To
Regional Head
Central Bank of India,
Regional Office, Bhopal
9, Arera Hills, Jail Road
Bhopal - 462011.

Paste Passport
size photograph

Please sign across
the photograph

With reference to your advertisement on Bank's Website dated _____ I, submit my application for the post of _____ in prescribed format.

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

14. **EDUCATIONAL QUALIFICATIONS:**

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						

15. **RELATIVE EXPERIENCE** – Total (in years) _____.

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

16.	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.

17.	Date of issue of Service	:	
	Certificate of previous Employer	:	
18.	Details of Present Employment		
	(a) Organization	:	
	(b) Full Address	:	
	(c) Position	:	
	(d) Reporting to	:	
	(e) Salary / Compensation Presently drawn	:	
19.	Brief details of experience in the Bank in respect of working in Rural Area / as Rural Development In-Charge / As Faculty / As LDM.		
20..	Significant Achievement (if any) in respect of above assignments:		
21.	Name & Address of two references:		
	(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 **18.04.2024**.

(Signature of applicant)

Place : _____.

Date : _____

Enclosures:

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