

ANNEXURE--III

RECRUITMENT /ENGAGEMENT OF INCHARGES FOR FLCC ON CONTACT BASIS FOR THE YEAR 2019-20

DATE OF APPLICATION : 18.07.2019 to 24.07.2019

DATE OF INTERVIEW : 29.07.2019

COMPANY PROFILE:

Uttarbanga Kshetriya Gramin Bank, the only RRB operating in the districts of Coochbehar, Alipurduar, Jalpaiguri, Darjeeling & Kalimpong, with Branch Network of 142 branches and 387 CSPs with total business of 4728.43 Crores and driven by talented work force of 527 employees is looking for retired bank officers in scale II and above for In charge FLCC post, having experience of working in any public sector bank/RRB (i.e. Our Bank/any other Public Sector Bank/Any other RRB) with relevant expertise for recruitment on contract as In Charge, FLCC, Coochbehar, Jalpaiguri & Siliguri.

The details are given below:

1. AGE, QUALIFICATION & EXPERIENCE (As on 01.04.2019)

Name of the Post	In charge of FLCC
Age	Less than 65 years with sound health
Qualification	Essential: Graduate/Post Graduate degree from a UGC recognized University Desirable: 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.
Experience/other eligibility criteria	Essential: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 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. lii) He should have unblemished record and possess satisfactory service certificate from the previous employer. lv) Should be well conversant with the local language.

	<p>v) Should have retired from scale II and above.</p> <p>vi) Should be resident of the same or nearby district.</p>
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2. CONTRACT PERIOD: 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.

3. CONTRACT AMOUNT AND OTHER TRAVELLING EXPENSES: The contract amount shall be fixed at Rs. 15,000/- per month, and an additional Rs.500/- per month towards conveyance including mobile, etc., shall be paid.

Vehicle shall be provided as per provision of the scale/grade he/she was in at the time of his/her superannuation. No diem allowance shall be payable where vehicle is provided & Rs.300/- per day diem shall be payable where vehicle is not provided. For candidates eligible for vehicle, an amount of Rs.300/- per day or maximum Rs.4000/- per month, for the use by FLCC towards FLCC vehicle’s driver shall be provided.

No other allowances/reimbursement of expenses will be admissible.

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

5. JOB PROFILE:The officer shall be working as “In charge - FLCC” and have to oversee the overall functioning of FLCC.

6. SELECTION PROCEDURE:The eligible candidates will be called for personal interview after initial screening 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 **24.07.2019** 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 In charge of FLCC on contract**” to

**The General Manager,
Uttarbanga Kshetriya Gramin Bank,
Head Office,
Sunity Road, Coochbehar
West Bengal
PIN-736101**

8. APPLICATION FEE:There is no application fee prescribed.

GENERAL INSTRUCTIONS:a] While applying for the posts, the applicant should ensure that he / she fulfill 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.

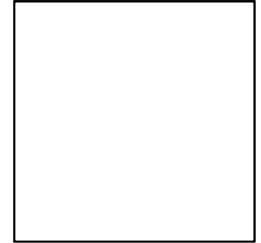
c) Mere submission of application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him / her right to be called for interview.

ANNEXURE--IV

**APPLICATION FOR THE POST OF COUNSELOR FOR FLCs
ON CONTRACTUAL BASIS.**

To

General Manager,
Uttarbanga Kshetriya Gramin Bank,
Head Office, Sunity Road
Coochbehar- 736101



With reference to your advertisement on Bank's Website dated I, submit my application 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.	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 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						
PostGraduation						
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.	<u>Details of Present Employment</u>		
	(a) Organisation	:	
	(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 area of operation of the Bank. I agree that Bank has right to transfer me to any part of the area of operation of the Bank 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 Coochbehar and Courts / Tribunals / Forums at Coochbehar 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.