



## The Maharashtra State Co-operative Bank Ltd.

(Incorporating The Vidarbha Co-op. Bank Ltd.)

(Scheduled Bank)

Sir Vithaldas Thackersey Smruti Bhavan,

9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai 400001

Ph. +91-22-69801000/1182/1184 Email: hrdm@mscбанк.com

Website: <https://www.mscбанк.com>

Advertisement No.03 / MSC Bank / 2023-2024

### **Recruitment of Chief Technology Officer, Chief Economic Advisor & Chief Risk Officer in Managerial Category on Contract Basis in The Maharashtra State Co-operative Bank Ltd., Mumbai**

The Maharashtra State Cooperative Bank Ltd., (MSC Bank) Mumbai is an apex cooperative Bank in the Maharashtra State, established in 1911 and is a Scheduled Bank. The Bank is operating through its Head Office at Mumbai, 6 Regional Offices and 57 Branches in Maharashtra. The Bank invites Offline applications from Maharashtra citizens (submission of Domicile certificate of Maharashtra State is compulsory) by Post/Speed Post/ Courier only from residents of Maharashtra State for the post of Chief Technology Officer, Chief Economic Advisor & Chief Risk Officer in Managerial Category on Contract Basis.

Candidates fulfilling the prescribed eligibility criteria are requested to apply Offline by downloading Application form **Annexure-1** and **Annexure-2** from the Bank's website <https://www.mscбанк.com/careers> and send it to the Bank along with self-attested photocopies of documents on or before the timeline indicated.

#### **Important Instructions:-**

1. Candidates should ensure that they fulfill the eligibility criteria before applying for the posts. The MSC Bank will shortlist eligible candidates and conduct interviews of applying eligible candidates only for the post applied on the basis of the information furnished in the application form and if it is found that any information furnished in the application form is false/incorrect or if according to the Bank the candidate does not satisfy the eligibility criteria for the post, his/her candidature shall be cancelled and he/she shall not be allowed to appear for the interview.
2. Mode of application: Candidates are required to go through the Bank's website <https://www.mscбанк.com/careers> Download application form **Annexure-1** and **Annexure-2** and send their filled application form Annexure-1 and Annexure-2 Offline by Post / Speed Post / Courier. No other mode for submission of the application form shall be allowed. Self-attested photocopies of supporting documents should be enclosed with the application form.



3. Help Facility: In the case candidates face any difficulty in filling up the Application form, or have any queries they can contact on Telephone No. 022-69801182/84/86.

### **Detailed Advertisement -**

The Maharashtra State Co-operative Bank Limited is inviting applications for recruitment of various posts through interview. Interested and eligible candidates are required to download the Application form **Annexure-1** and **Annexure-2** from the Bank's website and send it by Post/ Speed Post / Courier.

#### **A. Post wise Details & No. of Post :**

| Sr. No. | Post                           | No. of Posts | Nature of Engagement | Age in Years | Selection Procedure   | Place of Posting   |
|---------|--------------------------------|--------------|----------------------|--------------|---|--|
| 1       | Chief Technology Officer (CTO) | 01           | Contract             | 35 - 55      | Screening of Application, Shortlisting for Interview/ discussion process. | Head Office, Mumbai or any other offices as per Banks requirement. |
| 2       | Chief Economic Advisor (CEA)   | 01           | Contract             | 45 - 62      |   |  |
| 3       | Chief Risk Officer (CRO)       | 01           | Contract             | 40 - 60      |   |  |

#### **B. Cut-off date for Eligibility Criteria and other details :**

Age, Qualification, Experience etc. as of dt.01.10.2023 for CTO, CEA & CRO.

#### **C. Enclosures to be sent alongwith Application :**

Photocopies of i) Proof of Date of Birth, ii) Educational Certificates/Mark-sheets, iii) Experience Certificates (containing area and period of service), iv) copies of relevant published work / research papers, if any.

#### **D. The eligibility & other terms of agreement are furnished as under :**

##### **01. Chief Technology Officer (CTO) in Managerial Category on Contract Basis-**

|   |               |  |
|---|---------------|--|
| 1 | Post          | Chief Technology Officer (CTO) on a fixed contractual term of three years and extendable at the discretion of bank subject to satisfactory annual performance and prevailing guideline at that point of time.  |
| 2 | No. of Post   | 01 (One Only)  |
| 3 | Qualification | (a) <b>Essential Qualification:</b> Engineering Graduate in Computer Science/Information Technology or MCA or equivalent from a recognized University/Institution.<br><br>(b) <b>Desirable Qualification:</b> Post-Graduation in IT/Computer / IT related areas or higher qualifications in areas relevant to the role will be given preference. |
| 4 | Experience    | 15 years in relevant areas is mandatory. He/She should have worked in Banking-IT related areas/projects involving IT Policy and Planning/Financial Networks and Applications / Financial Information Systems/Cyber Security Technologies / Payment Technologies etc. of which 5 years should be at Senior  |



|    |                                   |   |
|----|-----------------------------------|---|
|    |                                   | Management Level.   |
| 5  | <b>Compensation</b>               | The remuneration / pay compensation per month will be :<br>Rs.77,450/- consolidated.<br>Pay scale shall not be a constraint for deserving candidates.   |
| 6  | <b>Age</b>                        | Minimum 35 years and maximum 55 years as of dt.01.10.2023 will be preferred. However retired or candidate who has resigned and having adequate experience shall be considered.  |
| 7  | <b>Duration of Contract</b>       | 1. The candidate shall be appointed on a fixed contractual term of three years. Initially and extendable at the discretion of bank subject to satisfactory review of performance by Managing Director & CGM of the Bank every year.<br>2. In case the appointee wishes to terminate the contract before the expiry of the contractual period of three years, he / she will have to give to the Bank clear one month's notice or make payment of one month's fixed component of the compensation in lieu of such notice. |
| 8  | <b>Leaves</b>                     | 1. 12 days Casual Leave in a year at the rate of 1 CL for every month of service.<br>2. 15 days Privilege Leave in calendar year with prior approval from Competent Authority & can be availed before the end of calendar year.   |
| 9  | <b>Outstation official duties</b> | Travelling expenses/Halting allowance and eligibility for stay in hotel while on official duty, outside the Head Quarter, will be applicable as per Bank's T.A.D.A. Rules & Regulations applicable to Manager cadre.  |
| 10 | <b>Reporting Authority</b>        | The selected candidate will directly report to MD.  |
| 11 | <b>Place of Posting</b>           | The position / place of posting of candidate will ordinarily be at Head Office, Mumbai. However, the Bank reserves right to post the selected candidate as per business requirement.  |
| 12 | <b>Working Hours</b>              | Working hours and weekly of / holidays shall be as applicable to the serving employees of the Bank.   |
| 13 | <b>Terms &amp; Conditions</b>     | 1. The terms & conditions of engagement are whole and simple governed by the provisions of the contract and the engagement shall not be construed as employment in the Bank and the provisions of PF/Gratuity/Pension etc. shall not apply in this case.<br>2. No other allowance/payment/benefit/facility from the Bank other than what has been specifically mentioned above, shall be payable.   |
| 14 | <b>Job Profile</b>                | <b>Responsibilities :-</b> Overall responsibility includes Technology Planning & Application Development and IT Compliance in the Bank. Implementing new technology initiatives as well as preparing Technology Architecture of the Bank to meet its projected needs and to remain technologically competitive in the sector.<br>1. The CTO will manage Strategic Planning of IT & Application Development / Software Development of the Bank. The  |



|  |  |  |
|--|--|--|
|  |  | <p>CTO will be responsible for preparation of Technology Vision document for the Bank.</p> <ol style="list-style-type: none"> <li>2. Ensure un-interrupted availability of IT Hardware and Software applications of the Bank for business purposes. Conceptualize and execute strategic planning of IT facilities. Keeping IT infrastructure (Hardware and Software applications) in contemporary state and future ready by adopting latest options. Making new software applications or modifications available for business with least turnaround time.</li> <li>3. Compliance with regulatory framework pertaining to banking, formulating and implementing bank's guidelines on DR Drill, BCP for all IT issues and solutions of the Bank.</li> <li>4. Keeping IT environment secured as per Bank's IT/IS Policies as per industry best practices. Planning and implementing IT transformation projects. Supervising and monitoring progress of various IT projects for their on-time delivery. Drive specific initiatives to create a flexible IT architecture that allows faster speed-to-market for new products and service offerings. Enhance digital value proposition of the bank to internal users, customers and to ensure faster product launches, richer set of features, greater flexibility etc.</li> <li>5. Manage key outsourcing relationships to ensure high quality and timely delivery for bank at competitive pricing. Completion of IT Projects in time. Manage and supervise development of various applications catering to IT operations and business requirements. Develop IT for rural banking and support other government initiatives e.g. PMJDY, DBTL through systems changes. Prioritization of incoming projects/change requests.</li> <li>6. Any other technology enabled initiative or assignment decided by bank from time to time.</li> <li>7. The job profile is indicative not exhaustive.</li> </ol> |
|--|--|--|

**02. Chief Economic Advisor (CEA) in Managerial Category on Contract Basis :**

|          |                      |   |
|----------|----------------------|---|
| <b>1</b> | <b>Post</b>          | Chief Economic Advisor (CEA)  |
| <b>2</b> | <b>No. of Post</b>   | 01 (One only)   |
| <b>3</b> | <b>Qualification</b> | Masters level degree in Economics with specialization in Monetary / Financial Economics or Econometrics from a recognized Indian / Foreign University / Institute. Doctorate Degree in areas of Money / Banking / International Finance from a recognized University will be an added qualification. Certified course of IIBF on Risk Management. |
| <b>4</b> | <b>Experience</b>    | 1. Minimum 12 years work experience as an Economist in a Commercial Bank / Financial Institution or other reputed Corporate Organization or Teaching  |



|    |                                   |  |
|----|-----------------------------------|--|
|    |                                   | <p>experience as Lecturer / Professor in Economics in a College / University or combined experience as an Economist and in teaching.</p> <p>2. Should possess excellent communication skills supported by participation in various economic fora.</p> <p>3. Contribution to leading publications will be an added advantage.</p>   |
| 5  | <b>Compensation</b>               | <p>The remuneration / pay compensation per month will be : Rs.77,450/- consolidated.</p> <p>Pay scale shall not be a constraint for deserving candidates.</p>  |
| 6  | <b>Age</b>                        | <p>Minimum 45 years and maximum 62 years as of dt.01.10.2023 will be preferred. However retired or candidate who has resigned and having adequate experience shall be considered.</p>  |
| 7  | <b>Duration of Contract</b>       | <p>1. The candidate shall be appointed on a fixed contractual term of three years. Initially and extendable at the discretion of bank subject to satisfactory review of performance by Managing Director &amp; CGM of the Bank every year.</p> <p>2. In case the appointee wishes to terminate the contract before the expiry of the contractual period of three years, he / she will have to give to the Bank clear one month's notice or make payment of one month's fixed component of the compensation in lieu of such notice.</p> |
| 8  | <b>Leaves</b>                     | <p>1. 12 days Casual Leave in a year at the rate of 1 CL for every month of service.</p> <p>2. 15 days Privilege Leave in calendar year with prior approval from Competent Authority &amp; can be availed before the end of calendar year.</p>   |
| 9  | <b>Outstation official duties</b> | <p>Travelling expenses/Halting allowance and eligibility for stay in hotel while on official duty, outside the Head Quarter, will be applicable as per Bank's T.A.D.A. Rules &amp; Regulations applicable to Manager cadre.</p>  |
| 10 | <b>Reporting Authority</b>        | <p>The selected candidate will directly report to MD.</p>  |
| 11 | <b>Place of Posting</b>           | <p>The position / place of posting of candidate will ordinarily be at Head Office, Mumbai. However, the Bank reserves right to post the selected candidate as per business requirement.</p>  |
| 12 | <b>Working Hours</b>              | <p>Working hours and weekly of / holidays shall be as applicable to the serving employees of the Bank.</p>   |
| 13 | <b>Terms &amp; Conditions</b>     | <p>1. The terms &amp; conditions of engagement are whole and simple governed by the provisions of the contract and the engagement shall not be construed as employment in the Bank and the provisions of PF/Gratuity/Pension</p>   |



|    |                    |  |
|----|--------------------|--|
|    |                    | <p>etc. shall not apply in this case.</p> <p>2. No other allowance/payment/benefit/facility from the Bank other than what has been specifically mentioned above, shall be payable.</p>   |
| 14 | <b>Job Profile</b> | <ol style="list-style-type: none"> <li>1. Develops financial well-being of the organization by providing financial projections and accounting services, preparing growth plans, and directing staff.</li> <li>2. Accomplishes finance human resource strategies by determining accountabilities; communicating and enforcing values, policies, and procedures; implementing recruitment, selection, orientation, training, coaching, counseling, disciplinary, and communication programs; planning, monitoring, appraising, and reviewing job contributions; and planning and reviewing compensation strategies.</li> <li>3. Develops financing organizational strategies by contributing financial and accounting information, analysis, and recommendations to strategic thinking and direction and establishing functional objectives in line with organizational objectives.</li> <li>4. Establishes financing operational strategies by evaluating trends; establishing critical measurements; determining production, productivity, quality, and customer-service strategies; designing systems; accumulating resources; resolving problems; and implementing change.</li> <li>5. Develops organization prospects by studying economic trends and revenue opportunities; projecting acquisition and expansion prospects; analyzing organization operations; identifying opportunities for improvement, cost reduction, and systems enhancement; and accumulating capital to fund expansion.</li> <li>6. Develops financial strategies by forecasting capital, facilities, and staff requirements; identifying monetary resources; and developing action plans.</li> <li>7. Monitors financial performance by measuring and analyzing results, initiating corrective actions, and minimizing the impact of variances.</li> <li>8. Maximizes return on invested funds by identifying investment opportunities and maintaining relationships with the investment community.</li> <li>9. Reports financial status by developing forecasts, reporting results, analyzing variances, and developing improvements.</li> <li>10. Updates job knowledge by remaining aware of new regulations, participating in educational opportunities, reading professional publications, maintaining personal networks, and participating in professional organizations.</li> </ol> |



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|  |  | 11. Accomplishes finance and organization mission by completing related results as needed.<br>12. The job profile is indicative not exhaustive. |
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**03. Chief Risk Officer (CRO) in Managerial Category on Contract Basis :**

|   |               |  |
|---|---------------|--|
| 1 | Post          | Chief Risk Officer (CRO)   |
| 2 | No. of Post   | 01 (One)   |
| 3 | Qualification | <p><b>Mandatory Qualification: Graduate Degree, with -</b></p> <p>(a) Professional certification in Financial Risk Management from Global Association of Risk Professionals</p> <p style="text-align: center;">OR</p> <p>(b) Professional Risk Management Certification from PRMIA Institute;</p> <p style="text-align: center;">OR</p> <p>(c) Two years' experience as CRO in such regulated lender(s) in respect of which there is regulatory requirement of appointing CRO with Board Approval.</p> <p><b>Desirable Qualification:</b></p> <p>a) Holder of Chartered Financial Analyst Charter awarded by CFA Institute,</p> <p style="text-align: center;">OR</p> <p>b) Designated as Chartered Accountant by the Institute of Chartered Accountants of India, or equivalent abroad,</p> <p style="text-align: center;">OR</p> <p>c) Designated as a Cost and Management Accountant by the Institute of Cost Accountants of India, or equivalent abroad.</p> |
| 4 | Experience    | <p><b>a. Mandatory Experience:</b><br/>Five years' experience in Corporate Credit and Risk Management at the level of Assistant General Manager or above in one or more PSBS, or having similar roles and responsibilities in one or more regulated lending entity, with minimum experience of three years in corporate credit and three years in risk management.</p> <p><b>b. Desirable Experience:</b><br/>Good understanding of market risk and/or liquidity management and / or operational risk, with exposure to analytics being an added desirable experience.</p>   |
| 5 | Compensation  | <p>The remuneration / pay compensation per month will be : Rs.77,450/- consolidated.</p> <p>Pay scale shall not be a constraint for deserving candidates.</p>  |
| 6 | Age           | Minimum 40 years and maximum 60 years as of dt.01.10.2023 will be preferred. However retired or candidate who has resigned and having adequate   |



|    |                                   |   |
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|    |                                   | experience shall be considered.   |
| 7  | <b>Duration of Contract</b>       | <ol style="list-style-type: none"> <li>1. The candidate shall be appointed on a fixed contractual term of three years. Initially and extendable at the discretion of bank subject to satisfactory review of performance by Managing Director &amp; CGM of the Bank every year.</li> <li>2. In case the appointee wishes to terminate the contract before the expiry of the contractual period of three years, he / she will have to give to the Bank clear one month's notice or make payment of one month's fixed component of the compensation in lieu of such notice.</li> </ol> |
| 8  | <b>Leaves</b>                     | <ol style="list-style-type: none"> <li>1. 12 days Casual Leave in a year at the rate of 1 CL for every month of service.</li> <li>2. 15 days Privilege Leave in calendar year with prior approval from Competent Authority &amp; can be availed before the end of calendar year.</li> </ol>   |
| 9  | <b>Outstation official duties</b> | Travelling expenses/Halting allowance and eligibility for stay in hotel while on official duty, outside the Head Quarter, will be applicable as per Bank's T.A.D.A. Rules & Regulations applicable to Manager cadre.  |
| 10 | <b>Reporting Authority</b>        | The selected candidate will directly report to MD.  |
| 11 | <b>Place of Posting</b>           | The position / place of posting of candidate will ordinarily be at Head Office, Mumbai. However, the Bank reserves right to post the selected candidate as per business requirement.  |
| 12 | <b>Working Hours</b>              | Working hours and weekly of / holidays shall be as applicable to the serving employees of the Bank.   |
| 13 | <b>Terms &amp; Conditions</b>     | <ol style="list-style-type: none"> <li>1. The terms &amp; conditions of engagement are whole and simple governed by the provisions of the contract and the engagement shall not be construed as employment in the Bank and the provisions of PF/Gratuity/Pension etc. shall not apply in this case.</li> <li>2. No other allowance/payment/benefit/facility from the Bank other than what has been specifically mentioned above, shall be payable.</li> </ol>   |
| 14 | <b>Job Profile</b>                | <ol style="list-style-type: none"> <li>1. Focus on creating, designing and implementing a risk function that supports the strategic goals of the Bank. Setting the vision and strategy of the Enterprise Risk function working in conjunction with Top Management/Regional Heads of the Bank.</li> <li>2. Developing, managing, and refining qualitative and quantitative risk reporting which meets the needs of the Credit Risk Management Committee, Operational Risk Management Committee, Market Risk</li> </ol>   |





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|  |  | <p>Management Committee, Asset Liability Committee, Risk Management Committee and Board of Directors in order to support effective decision making. Build a robust risk management framework and architecture for the Bank bringing together a number of teams (operational risk, credit risk, interest rate risk, market risk, stress testing, modeling and analytics) and managing the enterprise-wide risk.</p> <ol style="list-style-type: none"> <li>3. Building and leading a highly collaborative and proactive risk function that is able to navigate the increasingly complex business and regulatory environment that the Bank operates in. Ensuring a system wide view and understanding of the combined risks of their business and their inter-relationships.</li> <li>4. Formulating and articulating a coherent risk appetite and infrastructure. Embedding a positive culture of confident and informed risk taking through training, communication and promotion of the agreed risk framework. Responsible for compiling, assessing and reporting risk information to the top management and the Board.</li> <li>5. Developing risk maps and formulating strategic action plans to help minimize, manage, and mitigate primary risks and then monitor the progress of these efforts. Creating and disseminating risk analysis reports and progress reports to different stakeholders, including employees, board members. Ensuring that risk management priorities are reflected in the company's strategic plans.</li> <li>6. Formulating and implementing risk assurance strategies that are related to the transmission, storage, and use of information and data systems. Evaluating possible operational risks that may arise from human error or system failures, which might disrupt or affect business processes. The CRO also develops different strategies to minimize risk exposure and designates appropriate responses for when human errors or system failures occur.</li> <li>7. Measuring the organization's risk appetite, and setting the amount of risk that the organization is able and willing to take on. Developing budgets for risk-related projects and supervising their funding. Conducting risk assurance and due diligence on behalf of the organization in the events of mergers, acquisitions, and business deals.</li> <li>8. Responsible for overall supervision of Risk</li> </ol> |
|--|--|--|



|  |  |  |
|--|--|--|
|  |  | <p>Management function of the Bank. Overseeing the functioning of each of the Risk Management Division. Ensuring continuous improvement in the Risk Management Practices/policies of the Bank.</p> <p>9. Representing the Bank at inter-bank forums like IBA, CAFRA, EPT. CORDEX or any other such forums on risk management related issues. Framing and Reviewing the Risk Management policies like Credit Risk, Operational Risk, Fraud Risk, Fund Transfer Pricing, Market Risk, Operational Risk and Asset Liability Management. Acting as the Convener of the Credit Risk Management Committee (CRMC) and Asset Liability Management Committee (ALCO). Responsible for business continuity planning framework of the Bank and is the convener of the BCP Committee. Develops and manages a comprehensive Risk Policy and ensures it is within the framework of RBI regulations and BASEL norms. Any other work entrusted by the Bank from time to time. In addition to the above, the job role of Chief Risk Officer includes the guidelines as per the RBI circular No.DBR.BP.BC NO.65/21.04.103/2016-17 dated 27.04.2017. The Chief Risk Officer will be directly reporting to the Managing Director &amp; Chief General Manager of the Bank / Risk Management Committee of the Board.</p> <p>10. To conduct special fraud management committee meetings. To study lacunas in the operational systems &amp; prepare precautions to be taken to overcome the lacunas and fraud prone areas.</p> <p>11. The job profile is indicative not exhaustive.</p> |
|--|--|--|

**E. Submission of Application Form :** Application form should be submitted in sealed envelope mentioning "**Application for the post of Chief Technology Officer/Chief Economic Advisor/Chief Risk Officer**".

To,  
**The Managing Director,  
The Maharashtra State Co-operative Bank Ltd., Mumbai,  
Sir Vithaldas Thackersey Smruti Bhavan,  
9, Maharashtra Chamber of Commerce Lane,  
Fort, Mumbai – 400 001.**



**NOTE :**

1. The incomplete applications and all those received after dt.**22.11.2023** at 5.00 p.m. either by post or otherwise shall not be entertained.
2. Bank does not assume any responsibility for the candidates not being able to submit their application within the last date on account of or for any reason.
3. The information provided by the candidate in the application form will be verified with his/her original testimonials and in case any of the information is found incorrect at any stage his/her candidature shall be cancelled.
4. Merely satisfying the eligibility criteria do not entitle a candidate to be selected. The undersigned reserves the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the advertisement.
5. Appointment of selected candidate is subject to his/her being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the service and conduct rules of the Bank for such posts in the Bank, in force at the time of joining the Bank.
6. Decisions of Bank in all matters regarding eligibility, selection etc. would be final and binding on the candidates. No representation or correspondence will be entertained by the Bank in this regard.
7. No Travelling allowance is payable to candidates who are called for interview.
8. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regards to their selection/recruitment shall be considered as disqualification.
9. Please note that the Corrigendum, if any issued on the above advertisement will be published on the Bank's website ([www.msrbank.com](http://www.msrbank.com)) only.
10. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Mumbai and Courts/ Tribunals/Forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/ dispute.



**Disclaimer:**

In case, it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/ or that he/ she has furnished any incorrect/ false information or has suppressed any material fact(s), his/her/ their candidature will stand cancelled. If any of these shortcomings is/ are detected even after appointment, his/her/ their services are liable to be terminated. Decisions of bank in all matters regarding eligibility, selection would be final and binding on all candidates. No representation or correspondence will be entertained by the Bank in this regard. Bank reserves all rights pertaining to this recruitment and would be final.

Date :02.11.2023

Place : Mumbai.

Sd/-

**( Dilip N. Dighe )  
MANAGING DIRECTOR**

The Maharashtra State Co-operative Bank Ltd., Mumbai



**ANNEXURE- 1**

**The Maharashtra State Cooperative Bank Ltd.,**  
(Incorporating the Vidarbha Cooperative Bank Ltd.)  
**Scheduled Bank**

Affix recent passport sized  
photograph and sign  
across.  
**Do not pin/staple the  
photo.**

**Application for the post of :** -----

1. Full Name : .....
2. Date of Birth : .....
3. Gender : Male  Female
4. Age as on 30.06.2022 : \_\_\_\_\_ Years \_\_\_\_\_ Month
5. Category : \_\_\_\_\_
6. Residential Address : .....  
.....  
.....  
Pin Code No.
7. E-mail ID :
8. Telephone No/ Mobile No. :
9. PAN No. :
10. Aadhar No. :

11. Educational Qualifications :

| Qualification | University | Year of Passing | % of Marks |
|---------------|------------|-----------------|------------|
|               |            |                 |            |
|               |            |                 |            |
|               |            |                 |            |
|               |            |                 |            |

12. Additional / Professional qualification :

| Professional Qualification | Year of Passing |
|----------------------------|-----------------|
| JAIIB / CAIIB              |                 |
| Certification              |                 |
| Others                     |                 |

**Note- Please enclose self-attested photocopies of relevant qualification certificates along with the application form.**

13. Fees Payment Details :

- Application Fee Rs. \_\_\_\_\_
- Date of Payment \_\_\_\_\_
- UTR No. / Transaction No. \_\_\_\_\_

14. Work Experience :

| Sr. No. | Employer | Designation | Date of Joining (From) | Date of resignation / exit (To) | Portfolio handled | Level of Management |
|---------|----------|-------------|------------------------|---------------------------------|-------------------|---------------------|
| 1       |          |             |                        |                                 |                   |                     |
| 2       |          |             |                        |                                 |                   |                     |
| 3       |          |             |                        |                                 |                   |                     |
| 4       |          |             |                        |                                 |                   |                     |
| 5       |          |             |                        |                                 |                   |                     |

**Note- Please enclose self-attested photocopies of relevant experience certificates along with the application form.**

**15. Achievements :**

| Sr. No. | Particulars | Award/Certificate/<br>Scholarship | Proficiency in<br>Games/Sports | Proficiency in literary<br>work/art/culture |
|---------|-------------|-----------------------------------|--------------------------------|---|
|         |             |                                   |                                |   |
|         |             |                                   |                                |   |
|         |             |                                   |                                |   |
|         |             |                                   |                                |   |

**16. Reference of two important Bankers/Professionals / Government officials :**

| Particulars          | Reference 1 | Reference 2 |
|----------------------|-------------|-------------|
| Full Name            |             |             |
| Designation          |             |             |
| Organisation         |             |             |
| Official Address     |             |             |
| Email Id             |             |             |
| Telephone/Mobile No. |             |             |
| Aadhar / PAN         |             |             |

**17. List of photocopies of self-attested documents enclosed with the application form**

**Annexure-1.**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_
- 7) \_\_\_\_\_
- 8) \_\_\_\_\_
- 9) \_\_\_\_\_
- 10) \_\_\_\_\_

## **Declaration**

I hereby declare that all the above information is true and correct and I will abide by the decisions of the Bank in respect of all matter pertaining to this recruitment.

**Signature of Applicant**



**Annexure II**

| <b>Sr. No.</b> | <b>Information</b>  | <b>Details / Explanation</b> |
|----------------|---|------------------------------|
| 1              | <b>Whether the applicant has faced any departmental enquiry during his/her service period : -</b><br>If Yes -<br>a) Nature of allegations –<br>b) Status of enquiry as on date -  | Yes / No                     |
| 2              | <b>Whether the applicant during the course of his/her service was detained for more than 24 hours or served notice/s by any Statutory Authority : –</b><br>If Yes –<br>a) Name of Statutory Authority –<br>b) Reasons for the detention / Notice/s -<br>c) Current Status - | Yes / No                     |
| 3              | <b>Whether the applicant has resigned during his/ her service/s with previous employer/s :-</b><br>If Yes -<br>Specify the reasons –  | Yes / No                     |

I confirmed that above information provided by me is true & complete.

**Signature**  
Name of the Applicant