

NOTICE INVITING APPLICATION FOR POST OF BUSINESS CORRESPONDENT SUPERVISOR ON CONTRACTUAL BASIS

Bank of Baroda invites application for post of Business Correspondent Supervisor on contractual basis in the districts of Chengalpattu, Kanchipuram, Thiruvallur, Vellore, Ranipet, Thirupattur & Chennai in the Chennai Rural Region.

1. Duly filled & signed application shall be submitted to the address:-

The Regional Manager
Bank of Baroda
Chennai Rural Region
Regional Office – 2nd Floor 123, Dugar Towers,
R.L.Road,
Egmore - 600008

The application form along with necessary documents should be submitted in hard copies to the above mentioned address either through speed post/registered post/courier or in person. The last date/time of submission of duly filled application is **07.03.2023/5.00 PM**. Applications received after last date and time shall be summarily rejected. Intimation will be sent to the short listed candidates **through e-mail only** giving details about the date, time and venue of the interview. Bank reserves the right to reject any/all the applications/offers at any stage without assigning any reason whatsoever in the interest of bank.

2. SETTLEMENT OF DISPUTE:

All disputes and differences of any kind whatsoever arising of or in connection with the contract whether during or after completion of contract shall be deemed to have arisen at Chennai Rural Region and only court in Chennai shall have jurisdiction to determine the same.

3. NO. OF VACANCIES

Total number of vacancies is 4, which may vary depends on the requirement in future at the discretion of the bank without further notice.

4. ELIGIBILITY CRITERIA:

For Retired Bank Employees

- Retired officers (including voluntarily retired) of any PSU bank up to the rank of Chief Manager may be appointed for the purpose.
- Retired clerks and equivalent of Bank of Baroda having passed JAIB with good track record.
- All retired bank employees applicants should have rural banking experience at least 3 years.
- The maximum age for continuation of BC supervisors will be 65 years.

For Young Candidates

- Minimum qualification should be graduate with Computer knowledge (MS Office, email, Internet etc.), however qualification like M.Sc. (IT)/ BE (IT)/ MCA/MBA will be given preference.
- Should be in the age group of 21-45 years at the time of appointment.
- The maximum age for continuation of BC supervisors will be 65 years.

5. GEOGRAPHICAL LOCATION OF THE CANDIDATES

The candidates shall be selected from the same District where they will be assigned to function and if suitable candidates are not available in the same district, the candidates may be selected from the adjoining districts. Candidate should be proficient in local language & dialect both reading and writing. ***Candidates from districts other than Chengalpattu, Kanchipuram, Thiruvallur, Vellore, Ranipet, Thirupattur & Chennai Districts will be considered only if there is no sufficient applicants from those districts at the discretion of bank.***

UNDER NO CIRCUMSTANCES THE CANDIDATES WILL BE SELECTED FROM OTHER STATES.

6. OTHER ELIGIBILITY CRITERIA

- Due diligence will be followed at the time of appointment (In case of retired bank employees, those who are having adverse record, or terminated/ dismissed from past service etc. will not be considered). Proper verification of KYC, CIBIL Score, other enquiries etc will be done.
- Police verification will be arranged and conducted in respect of each selected applicant before assignment of duty.
- Applicants should be willing and in a position to visit villages in the district for supervision and other activities as and when assigned on periodic intervals.
- Should have accommodation near the Regional office/Nodal branch and not in any case outside the district for which selection is to be made.
- No BC agent should be related to the supervisor as a family member, blood relation, close relative or having any business relations.

7. PERIOD OF CONTRACT

The contract will be initially for a period of 12 months subject to performance review of the BC Supervisors every 6 months.

8. SELECTION PROCEDURE:

- a) The BC Supervisor will be engaged for monitoring the performance of field BCs.
- b) The application form should be submitted in hard copies either through speed post/registered post/courier or in person.
- c) After thoroughly scrutinizing the application forms and based on the eligibility of the candidates' will be short listed them for interview process.
- d) Intimation to the short listed candidates will be sent **through email only** giving details about the date, time and venue of the interview.
- e) Based on the suitability of the candidates, the final candidate/s will be shortlisted and intimate them within 15 days from the date of interview **through email only**.
- f) The interested candidate/s have to report on a predetermined date (as mentioned in the intimation letter) with all the required documents (both original and photo copy) for verification.
- g) Bank will verify all the criteria as mentioned in Point No.3, Point No.4 & Point No.5 at the time of engagement.
- h) The selected candidates have to finally execute an agreement with the Bank for a period 12 months before commencing their roles & responsibilities. The agreement will be signed by selected BC supervisors and bank official.