



## Indian Bank Self Employment Training Institute (INDSETI)

Vill :PaschimBeguni, PO- Chakshyampur, PS - Debra, Dist - PaschimMedinipur

E-mail : allahabadbank.rsetidebra@gmail.com

### ENGAGEMENT OF SUPPORT STAFF AT INDIAN BANK SELF EMPLOYMENT TRAINING INSTITUTE PASCHIM MEDINIPUR (DEBRA) ON CONTRACT BASIS

**IMPORTANT: LAST DATE OF RECEIPT OF APPLICATION – 27.03.2023**

Indian Bank Trust for Rural Development (IBTRD) is running Indian Bank self – Employment Training Institutes (INDSETIs) in the Lead Districts. Now, IBTRD is looking for engagement of support staff on contractual basis for a period of three years at INDSETIs for training and official duties. The details are given below:

#### Faculty – 01 posts:

S. No	Parameters	Eligibility Criteria
1	Age	Must not be less than 22 Years and not more than 40 years as on 01.03.2023
2	Educational Qualification	Shall be a Graduate / Post Graduate viz. MSW/MA in Rural Development / MA in Sociology / Psychology / B.Sc. (Veterinary), B.Sc. (Horticulture), B.Sc. (Agri.), B.Sc.( Agri. Marketing)/ B.A. with B.Ed. etc. Shall have a flair for teaching and possess sound Computer Knowledge.
3	Experience	Previous experience as Faculty preferred.
4	Communication skills	Excellent communication skills in the local language essential, fluency in English and Hindi will be an added advantage.
6	Technical Skills	Skills in Typing in Local Language essential. Typing skills in Hindi / English typing, an added advantage.
7	Salary structure and other details	(i) Consolidated salary of Rs. 20,000/- which may be revised for the ensuing year by an amount of 10% of preceding year's consolidated salary based on satisfactory review/ performance of services rendered. (ii) Fixed Travel Allowance [FTA]: Actuals subject to minimum of Rs 1500/- pm against bills or can claim Rs 500/- on declaration basis. (iii) EPF, ESI, Gratuity as per rules (iv) Leave / non-financial benefits as decided by the Trust from time to time.
8	Other requirements	Valid Driving License is preferable since the nature of job also involves travelling / field visit.
9	Application site	<a href="http://www.indianbank.in">www.indianbank.in</a> / career. Please super scribe location name on the cover while sending application.
10	Selection Process	Written Exam, Demonstration / Presentation and Interview

#### Office Assistant – 01 posts:

S. No	Parameters	Eligibility Criteria
1	Age	22 to 40 years
2	Educational Qualification	Shall be a graduate viz., (BSW/ BA/ B.com/ with computer knowledge.) Knowledge in basic accounting is preferred qualification.
3	Experience	Previous experience as Office Assistant is preferred.