

**ENGAGEMENT OF BUSINESS CORRESPONDANT SUPERVISOR FOR SUPERVISING BC
ACTIVITIES IN RAIPUR REGION ON CONTRACT BASIS FOR FY 2023-24**

Total vacancies	4 (Raipur-1 , Bilaspur-1 , Durg-1 and Jagdalpur-1)
Last date for submission of application form	08.04.2023

Central Bank of India, leading Public Sector Bank invites application from candidates for the Engagement of Business Correspondent Supervisor for supervising BC activities on contract basis. Detailed guideline enclosed herewith Annexure1-Details for engagement of BC Supervisor, Annexure3- Application form.

ANNEXURE- 1

1. Eligibility Criteria:

a) For Retired Bank Employees:

- Retired Officers (including voluntarily retired) of any bank (PSU/RRB/Private Banks/Co-operative Banks) up to the Rank of Senior Manager / equivalent may be appointed for the purpose.
- Retired clerks and equivalent of Central Bank of India having passed JAIIB with good track record.
- All Applicants should have rural banking experience at least 3 years.
- The maximum entry age will be up to 64 years only
- The maximum age for continuation of BC supervisors will be 65 years.

b) 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 60 years.

2. Geographical location of the candidates:

- The candidates should 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. Under no circumstances the candidates will be selected from other states.
- 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 nodal branch and not in any case outside the district for which selection is to be made.

3. Due diligence:

- Due diligence including KYC & CIBIL reports should be followed at the time of appointment (Those who are having adverse record, or terminated/ dismissed from past service etc. should not be considered).

- Police verification must be arranged and conducted in respect of each selected applicant before assignment of duty.

4. Selection and Approval of BC Supervisor:

- The selection will be held through interview process.

5. Period of Contract:

- The contract will be initially for a period of 12 months subject to satisfactory annual performance review.

6. Assignment of BC Agents / Conflict of Interest:

- The criteria for empanelment of number of BC Supervisors required in the Region based on number of BCs Point identified / number of BCA activated / to be activated as per requirements from time to time.

No. of Supervisor	Type of Supervisor	No of BCs under Single Supervisor	
1	Category A	Minimum 25	Maximum 30
1	Category B	Minimum 20	Maximum 25

- The number of BCs mapped to the supervisors can be increased or decreased in case of exigencies as per requirement from time to time.
- While assigning BC agents to a supervisor, it should be ensured that BC agent should not be related to the supervisor as a family member, blood relation, close relative or having any business relations.

7. Review of performance:

- BC Supervisors will report directly to the Branch Manager-link Branch and **Chief Manager / Officer in-charge of Financial Inclusion** at Regional Offices. Regional Head will review the performance of BC Supervisors on Monthly basis.
- **Chief Manager/ Officer in-charge of Financial Inclusion** at Regional Offices shall place a review / renewal proposal before Regional Head on **annual basis** immediately after completion of one year from the date of appointment duly recommending for continuation / termination of His / her services based on the performance of previous annual year.
- Regional Head will review the performance of BC supervisor annually.
- **Regional Heads will recommend to Zonal Heads for review / renewal / termination of the contract of BC supervisor on or before completion of every year.**
- Renewal of the BC supervisors' contract will be based on their average performance analyzed through monthly Scoring Matrix as per Annexure-2

8. Termination of services:

- Either party can initiate for termination of contract by giving 30 days' notice. However, in case of non-satisfactory conduct & performance / misbehavior / indulgence in any misappropriation / frauds, bank reserves the right to terminate the contract instantly without any prior notice.
- Further, Bank reserves the right to reduce the tenure of contract or prematurely terminate the contract with one month's notice.