

ANNEXURE-III

(TO BE POSTED ON BANK'S WEBSITE)

Central Bank of India Samajik Utthan Avam Prashikshan Sansthan
(CBI-SUAPS)

(A Society/Trust Sponsored by Central Bank of India)

**Engagement of Sub-staff/Watchmen for RSETI CHHINDWARA (1 Post) & SEONI (1 Post)
(Rural Self Employment Training Institutes) on contract for the Year-2024-25**

TOTAL VACANT POST: 2

IMPORTANT: LAST DATE OF RECEIPT OF APPLICATION: 24.07.2024

Society/Trust Profile:

Central Bank of India Samajik Utthan Avam Prashikshan Sansthan (CBI-SUAPS), a Society/Trust, (registered under Society Registration Act 1860 with Head Office at Mumbai), sponsored by Central Bank of India and engaged in imparting training to rural youth for their self-employment and bringing awareness among rural masses on financial literacy through its 46 RSETI & 48 FLCC Centers located in 50 districts of the country, is looking for engaging the services of Attender on Annual Contract basis for our **RSETI, CHHINDWARA & SEONI Center**.

The details are given below:

1. AGE, QUALIFICATION & EXPERIENCE

Sr.No.	Name of the Post	Age	Qualification	Experience / Other eligibility criteria.
--------	------------------	-----	---------------	--

1.	Watchmen/Sub-staff	Minimum 21 years & maximum 35 years as on the last date of the receipt of the application *	Shall be passed Secondary School Certification (SSC)/ Matriculate	Should be resident of CHHINDWARA & SEONI District only.
----	--------------------	---	---	---

*** Relaxation of 5 years to SC/ ST candidates and 3 years to OBC Candidates and 10 years for PWDs and for widows, Divorced women and legally separated woman 9 years (Subject to maximum age limit of 35 years) from their husband who have not remarried for General and 38 years for OBC and 40 years for SC/ ST candidates.**

For Ex-Servicemen the relaxation in age will be upper age limit as above plus actual service put in armed forces plus three years subject to actual age being not more than 45 years.

2. CONTRACT PERIOD, AMOUNT AND OTHER TRAVELLING EXPENSES:

The candidate shall be appointed on Contract basis for a period of one year. Renewal of contract may be considered at the sole discretion of Society/Trust and subject to satisfactory performance.

No person employed elsewhere will be allowed to work on instant advertised post after being selected for the contractual engagement.

3. CONTRACT AMOUNT: The contract amount shall be fixed at **Rs.6000/-** per month. No other allowance/ benefit/ payment/ facility 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: Watchmen/ Attender will perform the duties as sub-staff under and as per the direction/ instructions given by In-charge, Cent RSETI/ Cent FLCC centers

6. SELECTION PROCEDURE: The eligible candidates will be called for personal interview and the decision of the Society/Trust in this regard shall be final.

7. SUBMISSION OF APPLICATION:

Eligible candidates have to submit their applications in the given format (Annexure). Last date for receipt of application is **24.07.2024**. No applications shall be entertained beyond the stipulated date. Incomplete applications will be rejected.

Address the application, Subscribing “Application for the post of Attender/ Sub-staff at RSETI/ FLCC Centers on contract **for the year 2024-25**” to **Regional Head/Co-Chairman, C/o Central Bank of India, Regional Office, P.B.NO. 13, Narshinghpur Road, Chhindwara..**

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

9. GENERAL INSTRUCTIONS:

- (a) While applying for the post, the applicant should ensure that he/she fulfills the eligibility criteria 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 engagement, his / her contractual engagement 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 of Society/Trust. The Management of Society/Trust reserves the right to fill or not to fill the above advertised position without assigning any reason thereof.
- (c) Mere admission 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.
- (d) The candidate, having worked for 12 months, if willing to work for the next 12 months, will give fresh offer in writing upon completion of said 12 months.

10. As agreed upon while submitting declaration form along with application the dispute if any, with regard to selection, appointment/ engagement or any claim arising out of the advertisement will be subject to the jurisdiction of Courts/ Tribunals/ forums at Mumbai only.

If you agree to the terms and conditions stated above, please sign duplicate copy of this letter as a token of their acceptance.

□) □□□□□□/Physically Challenged □□□□ □□□□ □□ (✓) □□□□ Tick (✓) appropriate box	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	□□□□□□□□/□□□□ □□□□□□□□ □□□□□□□□□□ Blind of Deaf. □□□□□□□□/□□ % Or.ch. Handicapness
□□□□□□□□ □□□□□□□□ □□ □□□□□□/ Nature of Physical Disability:	

:: 2 ::

5.	□□□□ □□□□/Full Address □□□□□□□□ /□□□□□□□□/Local/Present □□/□□□□□□□□/Home/Permanent									
6.	□□□□ □□□□□□ पता (राज्य का भी उल्लेख करें) Native Place Address (Mention State also)									
7.	□□□□□□□□/ Domicile	□□□□□□ : Place		□□ □□ :□□□□ Since when						
					Y	Y	Y	Y		
10	□□□□□□□□ □□□□□□□□ (□□□□ □□□□ □□□□ (✓) □□□□□□□□/ Martial Status Tick (✓)	□□□□□□ □□□□	Singl e		□□□□ □□□□	Marr ied		□□□□□□□□/□□ □□□□	Window(er))	
		□□□□ □□□□□□□□ □□□□ □□ □□□□ □□□□ □□□□ □□□□/पत्नी □□□□□□□□ □□ ? if								

	appropriate box)	married, Whether your spouse is working <input type="checkbox"/> no <input type="checkbox"/> yes, <input type="checkbox"/> no <input type="checkbox"/> yes, give details
--	------------------	--

11	<p>Do you ever declare insolvent and/or been convicted by Court for any offence of moral turpitude and/or any case pending against you in any court and/or have you ever been declared/ disqualified by any institution from appearing at its examination/selection or debarred in any manner from any examination, rusticated by any University or any other Educational Institution/ Authority? If so, give details.</p>	
----	--	--

12	<p>EDUCATIONAL QUALIFICATION (SSC or equivalent)</p> <p>Particulars of Examinations passed & beginning with S.S.C. or equivalent)</p>
----	--

Examination passed	Principle subjects	Board/ University	Medium of Education	Year of Passing	No. of attempts made	Percentage of marks	Class obtained

13	<p>Have you taken part in sports/extra curricular activities? If so, give details together with particulars of prizes, citations etc., If any awarded.</p>	
----	--	--

	Furnish on a separate sheet, If necessary.	
--	--	--

14.	□□□□ □□ □□□□□ □□□ Do you know:	
-----	--------------------------------	--

	□□□□/Typing:	□□□□□□□□/English	<input type="checkbox"/> □□□□/No.	<input type="checkbox"/> □□□□/Yes	Speed	w.p.m.		
		□□□□□□□□/ Hindi	<input type="checkbox"/> □□□□/No.	<input type="checkbox"/> □□□□/Yes	□□□□ (□□□□□)	□.□□□□□□		

	□□□□□□□□/ Shorthand:	□□□□□□□□/English	<input type="checkbox"/> □□□□/No.	<input type="checkbox"/> □□□□/Yes	Speed	w.p.m.		
		□□□□□□□□/ Hindi	<input type="checkbox"/> □□□□/No.	<input type="checkbox"/> □□□□/Yes	□□□□ (□□□□□)	□.□□□□□□		

□□□□ □□□□ □□□ (√) □□□□□	□□□□□□□□□□ □□□□□/Computer Knowledge:		<input type="checkbox"/> □□□□/No.	<input type="checkbox"/> □□□□/Yes				
		□□□□ □□□□, □□□□□□ □□□□□□□□□□□□□□.						
		If yes, Please give details.						

Tick (√) in appropriate box	□□□□ □□□□ □□□□□□□□ □□□□□□/□□□□□□ Any other Specialized work/ Knowledge	
-----------------------------	--	--

15.	□□□□□□ □□□□□□□□□□/ Languages Known
-----	------------------------------------

□□□□□□□□□□/To Speak :	
-----------------------	--

□□□□□□□□□□/To Read :	
----------------------	--

□□□□□□□□□□/To Write :	
-----------------------	--

tongue :	□□□□□□□□□□/ Mother
----------	--------------------

--	--

	<p>उम्मीदवारों को प्रवेश करने से पहले, उम्मीदवारों को प्रवेश करने से पहले</p> <p>Note: Candidates engaged in the organization are not allowed to join in any trade, business, profession or calling without the written permission of the management.</p>	
18.	<p>क्या आपके पास आय का कोई अन्य स्रोत है? (ब्यौरा दें) Have you any other source of income? (Give details)</p>	
19.	<p>(क) क्या आप कभी गंभीर रूप से बीमार हुए हैं? यदि हाँ, तो बीमारी और किये गये उपचार के ब्यौरे दें. (a) Have you ever suffered from any serious illness? If so, give details of illness and Treatment taken.</p>	
	<p>(ख) क्या आप किसी भी प्रकार की शारीरिक या मानसिक विकलांगता से ग्रस्त हैं? यदि हाँ, तो विकलांगता का स्वरूप बताना. (b) Do you presently suffer from any disability, physical or mental? If so, state briefly The nature of disability.</p>	
20.	<p>अन्य टिप्पणियाँ, यदि कोई हों. Additional Remarks, If any :</p>	
व्यक्तिगत संदर्भ PERSONAL REFERENCE		
21.	<p>दो नाम दें जिनके साथ आपको विशेष संबंध है, जो संगठन के लिए स्वीकार्य हैं, जो कि रिश्तेदारों या पूर्व नियोक्ताओं के अलावा हैं। संदर्भों को कम से कम 3 सालों से जानना चाहिए।</p> <p>Give names of two references who have a special standing, acceptable to the organization, other than relative or former employer. References should have known you for at least 3 years.</p>	
<p>(i) नाम/Name:</p> <p>व्यवसाय/Occupation:</p> <p>पता/Address:</p>		
<p>(ii) नाम/Name:</p> <p>व्यवसाय/Occupation:</p> <p>पता/Address:</p>		

