

INTER OFFICE MEMORANDUM

From, The Zonal Manager, Financial Inclusion Department, Raigad Zone	To, The General Manager, Financial Inclusion Department. Head Office, Mumbai
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Ref No- RGD/FID/2022-23/

Dated- 05.04.2023

UPLOADING OF ADVERTISEMENT ON BANK WEBSITE

We request reference to the captioned matter.

Raigad Zone is having one FLC Centre which is located at LDM Office, Alibag- Raigad. The contract of existing FLC Centre expired in March 2020. Since then, the post of FLC Counselor for Raigad is vacant. Hence, we are now inviting applications from interested / eligible candidates to fill up the vacant post.

Thus, we recommend for uploading the advertisement on Banks website under "CAREER" section to fill up the vacant post.

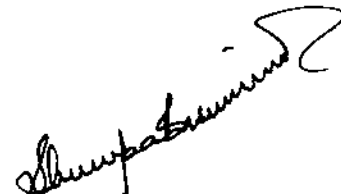
Details of the advertisement is as under.

Description of Advertisement: "Engagement of Counselor at FLCC on contractual basis at Raigad"

Zone	Raigad
Advertisement Date	05.04.2023
Last Date of Application Submission	21.04.2023 up to 05.00 PM
Display From	05.04.2023
Display Up to	21.04.2023 up to 04.00 PM

Attachment –

1. Application Form
2. Terms and conditions


Shampa Biswas
(Zonal Manager)



APPLICATION FORMAT

To,
The Zonal Manager,
Bank of India, Raigad Zone.

Photograph

Sir,

APPLICATION FOR THE POST OF COUNSELOR AT FLC ON CONTRACT BASIS IN BANK OF INDIA.

With reference to your insertion in _____ (Name of the source of information) regarding above, I append below following information for your kind perusal and needful.

1	Full Name (in Block letters)	
2	Father's/Husband's Name	
3	Address (including Telephone/ Mobile No. and e-mail address) where he/ she normally resides/will reside and will perform the duties after selection.	
4	Name of the Bank and Branch/ Office wherefrom retired	
5	Complete address of the Bank's HR department where from retired with contact No.	
6	Personnel No/ PF No/ Personal Identification No. with the previous employer.	
7	Place and Date of Retirement	
8	Grade/Scale from which retired	
9	Name and address of the Bank/ Branch where terminal benefits settled and/ or pension account in existence	
10	Date of Birth	
11	Age as on _____ (should not be more than 62 years)	

Classification: Internal



12	Category (Strike off Whichever not applicable)	SC/ ST/ OBC/ GEN
13	Education Qualification	
14	Last three assignment prior to the retirement covering minimum 5 years	
15	Languages known	Can Speak
		Can Write
		Can Read
		Can Understand
	Declaration	<p>I hereby declare that: -</p> <ol style="list-style-type: none"> I retired from the _____ Bank of superannuation/ voluntary retirement. No punishment/ penalty was inflicted on me during five years of my service in _____ Bank preceding my retirement} VRS. No case of CBI or other law enforcement agency or any proceedings in any court of law is pending against me and I am physically fit to carry out duties of the Channel Management Partner including continuous visits of villages and/ or other places as per requirement of the Bank I have gone through job profile, engagement conditions and remuneration of Channel Partner and is unconditionally acceptable to me. <p>I further declare that the information stated above is complete, true and correct to the best of my information, knowledge and belief. I understand that in the event of any information being found untrue or incorrect at any stage or my not satisfying any of the Eligibility criteria of Bank of India, my candidature is liable to be cancelled.</p>
17	Certificate of the employer Bank enclosed:	YES/ NO



Place.....

Date.....

Signature: _____

Signature of Shri/Smt.....
VERIFIED

(Signature of the authorized Bank Official*)

Bank Branch where proceeds of terminal benefits of the applicant being paid.



CERTIFICATE OF THE EMPLOYER BANK

(Application without Employer Bank Certificate will not be considered)

We certify that the information furnished hereinabove by the applicant Shri/ Smt....., Grade.....retired from this Bank on attaining superannuation/ Voluntary retirement on.....Have been verified with his/ her Service record and found to be correct. While in the Bank's service) his/ her integrity was beyond doubt. There is nothing on record that may render the candidate prima facie ineligible for the post of Channel Management Partner.

Place.....

Date.....

(Signature & Seal of the Competent Authority*)

Name & Address of the Bank:

* Officer not below the rank of Chief Manager in the HR Department of Regional/ Zonal Office/ Local Head Office of the employer Bank.



बैंक ऑफ इंडिया
Bank of India

BOI



Financial Inclusion Department, Raigad Zonal Office

Hotel Meera Madhav, Opposite S.T Bus Stand, Alibag 402201, Raigad Tel. 02141-222269

Ref. No. RGD/FID/2022-23/

Date- 05.04.2023

**DETAILS TERMS AND CONDITIONS FOR APPOINTMENT OF COUNSELOR OF
FLCCs AT RAIGAD**

For engagement of retired bank officials as in charge to oversee overall functioning of FLCs, the following terms and conditions to be read and followed by the applicant as The Counselor of FLCs:

1. The applicant should have retired on attaining superannuation from Bank's service as officer in Scale II / III and above as in Charge for FLCCs will be on contractual basis.
2. Candidate should be resident of local area.
3. His integrity should not have been doubtful during his service in the Bank.
4. Counselors are expected to counsel the public in all issues related with financial institutions, proficiency in local language (reading, writing, speaking and understanding) is essential.
5. The monthly consolidated remuneration is Rs.18, 000/- per month subject to conduct of minimum 8 outdoor camps per month. An additional sum Rs.500/- to be paid towards telephone expenses on declaration basis. As these counselors are expected to conduct outdoor camps as well, a lump sum expenses of Rs.1500/- be reimbursed in lieu of not providing conveyance, provided they are holding minimum 8 (Eight) such outdoor camps per month.
6. Working days- 6 days per week (Except second and fourth Saturday of the month)
7. The official should have right aptitude/flair for training and rural development activities and needs special skill.
8. The age should not be above 65 years with sound health.
9. Qualification Graduate/Post Graduate degree from a UGC recognized University.
10. The applicant should possess satisfactory service certificate from the previous employer.
11. The applicant should be well conversant with the local language.
12. Application should be submitted in Bank's prescribed format and should be submitted with employer bank certificate.

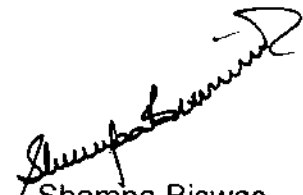
13. The selection is based on performance in the interview. Decision of the Bank in this regard will be final.



Classification: Internal

14. The candidate will be engaged on contract basis for a period of 1 year. Renewal may be possible at Bank's sole discretion in terms of extant policies and rules.
15. The contract may be terminated by either side by giving one months' notice.
16. The date of interview will be decided with due consultation with Higher authorities and committee formed for the same.
17. Last date for submission of application is 21.04.2023.




Shampa Biswas
(Zonal Manager)

Format of advertisement to be published in Local News paper

बैंक ऑफ इंडिया
Bank of India

BOI



RAIGAD ZONE

Financial Inclusion Department

2nd Floor, Hotel Meera Madhav, Opp S.T Stand, Alibag – 402201

Email: Raigad.FI@bankofindia.co.in, Phone: 02141-222269 / 228895

Appointment of Counselor at FLC center in Bank of India, LDM Office, Alibag, Raigad

Detailed notification inviting application for appointment of Counselor on contract basis at Financial Literacy Centre, LDM Office, Alibag- Raigad in Bank of India is available on our web site www.bankofindia.co.in under "CAREER" section. Prescribed format for submission of applications may be obtained till **21.04.2023 up to 04.00 p.m.** from our LDM Office / FI Dept. Raigad Zonal Office.

Last date for submission of applications is till **21.04.2023 up to 5.00 p.m.** at Zonal Office Alibag.

**ZONAL MANAGER
RAIGAD ZONE**



Format of advertisement to be published in Local News paper.

बैंक ऑफ इंडिया
Bank of India

BOI



जिल्हा अग्रणी प्रबंधक कार्यालय, अलिबाग

दूसरा मजला, हॉटेल मीरा माधव, एसटी स्टॅंड समोर, अलिबाग - ४०२२०१

ईमेल - Raigad.AandS@bankofindia.co.in फोन - ०२१४१२२२२६९/ २२८८९५

रायगड येथील आर्थिक साक्षरता योजना (एफएलसी) केंद्रात समुपदेशकाची नियुक्ती

बैंक ऑफ इंडियामधील आर्थिक साक्षरता योजना केंद्र, जिल्हा अग्रणी प्रबंधक (एलडीएम) कार्यालय, अलिबाग-रायगड येथे कराराच्या आधारावर समुपदेशक नियुक्तीसाठी अर्ज आमंत्रित करणारी तपशीलवार अधिसूचना/अर्जाचा विहित नमुना आमच्या वेबसाइट www.bankofindia.co.in वर "CAREER" या विभागांतर्गत व आमचे LDM कार्यालय व F1 विभाग, अलिबाग रायगड येथे दिनांक २१.०४.२०२३ दुपारी ०४.०० वाजेपर्यंत अर्ज उपलब्ध आहेत.

विभागीय कार्यालय अलिबाग येथे अर्ज सादर करण्याची शेवटची तारीख २१.०४.२०२३, संध्याकाळी ५.०० वाजेपर्यंत राहिल.

आंचलिक प्रबंधक,
रायगड अंचल

दिनांक - ०५.०४.२०२३

