

Zonal office, Kolkata Zone
Agriculture Finance and Financial inclusion Department
6th Floor, 5, B.T.M Sarani, kolkata-700001
Ph no-22314093; Email-Kolkata.AFD@bankofindia.co.in

DETAILED TERMS AND CONDITIONS FOR ENGAGEMENT OF WATCHMAN ON CONTRACTUAL BASIS FOR RSETI- BARASAT

For engagement of Watchman (on contractual basis for a period of 2 years) the following terms and conditions to be read and followed by the Applicants.

Eligibility :

- Should have passed 8th Standard (VIII Pass)
- Ability to read and write the local language preferred
- Should have experience preferably in agriculture/gardening/horticulture
- The candidate should preferably be resident of the District where the RSETI is located

How to Apply:

Application should be submitted in Bank's prescribed format available in our website with necessary self-attested documents (Annex-1 for all applicants, Annex-2 &3 additionally for retired employees of PSU Banks)

No. of Posts:

One Watchman at RSETI, Barasat on contractual basis for Two years period. Provision for further renewal subject to satisfactory performance.

Age Criteria:

Minimum 18 years and Maximum 65 years as on 01.01.2021

Selection Procedure:

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

Remuneration: The remuneration will be Rs. 5000/- (Rupees Five thousand Only) per month on contractual basis or at minimum rates of wages as per State Govt. Circular whichever is higher.

Leave:

- 12 days in a calendar year to be availed with prior approval of RSETI Director, maximum 4 days on each occasion.
- There is no provision for encashment of leave even after exit of the Watchman on any reason/ ground. No leave can be accumulated. At the end of the calendar year, the leaves, if any would lapse

Exit Policy: One months' notice from either side.

➤ **Last date for submission of application is 22.03.2021**

The date of Personal Interview will be decided with due consultation with higher authorities and Committee for the same. The same shall be communicated to the Applicants by email.

The duly completed application form should reach us at the address "The Zonal Manager, Bank of India, Kolkata Zonal Office, Agriculture Finance & Financial Inclusion Department, 6th Floor, 5, B.T.M. Sarani, Kolkata-700001" in a closed cover by 4 PM on or before 22.03.2021. "**APPLICATION FOR THE POST OF WATCHMAN IN RSETI-Barasat**" should be mentioned on the top of the envelope. Partially filled or unfilled applications will be rejected. Bank will not held responsible for any postal delay or non-delivery of any communication. Candidates should mention their E-mail IDs without fail in application form as all communication will be made through e-mail. Please note that Bank of India reserves the right to cancel/postpone the advertisement/selection process without any prior notice. If any candidate is selected, he/she should not be attached to any Government/Private/any other organization on permanent/temporary/contractual basis as on the date of issue of engagement order.

Job Profile of RSETI Watchman:-

- Watch & ward of the premises.
- Maintenance & upkeep of the premises
- In case of need to perform the duties of the attendant
- Any other work entrusted by the Director from time to time