



**KEONJHAR ZONAL OFFICE**  
**At Kuladera, PO - Mandua, Opp. Govt. Women's College,**  
**Distt. Keonjhar – 758014 (Odisha)**

**ENGAGEMENT OF SUPPORT STAFFS FOR RSETI KEONJHAR, RSETI BARIPADA & FLC CENTER BARIPADA ON CONTRACTUAL BASIS**

**BANK OF INDIA, KEONJHAR ZONE** invites applications for the post of various support staff at RSETI Keonjhar, RSETI Baripada & FLC Center Baripada on **Contractual Basis**.

Place	Post Name	Vacancies	Monthly Remuneration*
Keonjhar	Office Assistant	1	Rs.15,000/-
Baripada	Office Assistant	2	Rs.15,000/-
Baripada	Watchmen cum Gardener	1	Rs.5,000/-
Baripada	FLC, Counselor	1	Rs.18,000/-

The selected candidates shall be engaged on contract basis for a period of 2 years except for FLC Counselor who shall be engaged for a period of 1 year. Renewal may be considered at Bank's sole discretion in terms of extant policies and rules. Decision of the Bank in this regard will be final. Application Form with detailed notification is available in our website [www.bankofindia.co.in](http://www.bankofindia.co.in) under head "Career". The duly completed application form should reach us at the above address in a closed cover by **5 P.M. on or before 30.07.2021**. Please note that Bank of India reserves the right to cancel/postpone the advertisement/selection process without any prior Notice.

**Date: 08.07.2021**

**Place: Keonjhar**

**Zonal Manager**

**Terms and Conditions for appointment of Counsellor of FLC, Baripada**

For engagement of retired bank officials as in charge to oversee the overall functioning of FLCs, the following terms and conditions are to be followed by the applicant while applying for the post of Counsellor of FLC at Baripada:

1. The applicant should have retired on attaining superannuation from Bank's service as officer in Scale II / III and above. The engagement for Counsellor, FLCC will be strictly on contractual basis.
2. The applicant should be a resident of local area.
3. The applicant's integrity should not have been doubtful during his service in the Bank.
4. The counsellor is expected to counsel the public on all issues related to financial institutions, therefore proficiency in local language (reading, writing, speaking and understanding) is must.
5. The consolidated remuneration is Rs.18,000/- per month subject to conduct of minimum 8 outdoor camps per month. An additional sum of Rs.500/- to be paid towards telephone expenses on declaration basis. As the counsellor is expected to conduct outdoor camps as well, a lump sum expense of Rs.1500/- to be reimbursed in lieu of not providing a conveyance, provided the Counsellor is holding a minimum of 8 (Eight) such outdoor camps per month.
6. Working days - 6 days per week (except second and fourth Saturday of the month)
7. The applicant should have right aptitude / flair required for training and for rural development activities.
8. The age of the applicant should not be above 64 years (as on 30.06.2021) and he/she should have sound health.
9. Qualification - Graduate/Post Graduate degree from a UGC recognized University.
10. The applicant should be in possession of satisfactory service certificate from the previous employer.
11. The application should be submitted as per Bank's prescribed format (**Annexure-V**) available in our Website and should be submitted with employer bank certificate.
12. The selection will be based on the performance of the applicant in the interview. Decision of the Bank in this regard will be final.
13. **The candidate will be engaged on contract basis for a period of 1 year. Renewal is dependant solely at Bank's discretion in terms of extant policies and rules.**
14. The contract may be terminated by either side by giving one month's notice.

The date of the interview will be decided with due consultation with higher authorities and with the committee formed for the same.

The duly completed application form should reach us at the address "**The Zonal Manager, Bank of India, Keonjhar Zonal Office, At - Kuladera, PO - Mandua, Opp. Govt. Women's College, Distt. Keonjhar - 758014 (Odisha)**" in a closed cover by 5 P.M. on or before 30.07.2021. "**APPLICATION FOR THE POST FLC COUNSELLOR - FLC BARIPADA**" 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 email ID without fail in application form because all communications will be made through e-mail only. Please note that Bank of India reserves the right to cancel/postpone the advertisement/selection process without any prior notice.

**APPLICATION FORM**

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

Paste a recent  
passport sized  
photograph duly  
signed across on  
the photograph

Sir,

**APPLICATION FOR THE POST OF COUNSELLOR,  
FLC, BARIPADA ON CONTRACT BASIS**

With reference to your insertion in Bank's Website / Daily News Paper, regarding above, I append below following information for your kind perusal and needful

(All details to be filled in **CAPITAL LETTERS**)

1.	<b>FULL NAME</b>	
2.	<b>FATHER'S / HUSBAND'S NAME</b>	
3.	<b>PERMANENT ADDRESS</b>	
4.	<b>GENDER</b>	
5.	<b>MOBILE NO.</b>	
6.	<b>EMAIL ID</b>	@
7.	<b>DATE OF BIRTH</b>	DD/MM/YYYY
8.	<b>AGE AS ON 30.06.2021</b>	____ YEARS ____ MONTHS ____ DAYS
9.	<b>CATEGORY</b>	SC / ST / OBC / EWS/ GEN
10.	<b>EDUCATIONAL QUALIFICATIONS</b>	
11.	<b>NAME OF THE BANK AND BRANCH / OFFICE WHERE FROM RETIRED</b>	
12.	<b>COMPLETE ADDRESS OF THE BANK'S HR DEPARTMENT WHEREFROM RETIRED WITH CONTACT NO.</b>	
13.	<b>PERSONAL NO. / PF NO. / PERSONAL IDENTIFICATION NO. WITH THE PREVIOUS EMPLOYER</b>	
14.	<b>PLACE AND DATE OF RETIREMENT</b>	
15.	<b>GRADE / SCALE FROM WHICH RETIRED</b>	
16.	<b>NAME AND ADDRESS OF THE BANK / BRANCH WHERE</b>	

	<b>TERMINAL BENEFITS SETTLED AND / OR PENSION ACCOUNT IN EXISTENCE</b>				
17.	<b>LAST THREE ASSIGNMENTS BEFORE THE RETIREMENT OF 5 YEARS.</b>				
18.	<b>LANGUAGES KNOWN (Tick the appropriate box)</b>	<u>LANGUAGE</u>	<u>SPEAK</u>	<u>READ</u>	<u>WRITE</u>
		ODIA			
		ENGLISH			
		HINDI			
	OTHER (Please specify)				
19.	<b>DECLARATION</b>	<p>I hereby declare that:</p> <p>i) I retired from the _____ Bank on superannuation/voluntary retirement.</p> <p>ii) No punishment/penalty was inflicted on me during five years of my service in _____ Bank preceding my retirement/VRS.</p> <p>iii) No case of CBI or other law enforcement agency or any proceedings in any court of law is pending against me and</p> <p>iv) I am physically fit to carry out duties of the Counsellor, FLC, including continuous visits of villages and/or other places as per requirement of the Bank.</p> <p>v) I have gone through job profile, engagement conditions and remuneration of Counsellor, FLC and is unconditionally acceptable to me.</p> <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>			
20.	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 credited/pension 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 or Head Office of the employer Bank)