

बैंक ऑफ़ इंडिया
Bank of India

BOI



Kanpur Zonal Office

128/24, Block H, Scheme II,

Kidwai Nagar,

Kanpur Nagar (U.P.) - 208 011

Phone - 0512-2332074,2370402

आंचलिक कार्यालय कानपुर

128/24, ब्लॉक H, स्कीम II,

किदवाई नगर

कानपुर नगर (उ.प्र.)-208011

दूरभाष - 0512-2332074,2370402

e-mail: kanpur.afd@bankofindia.co.in

आरसेटी हेतु संकाय सदस्य की आवश्यकता

बैंक ऑफ़ इंडिया, कानपुर अंचल पुरस्कृत स्टार स्वरोजगार प्रशिक्षण संस्थान (RSETI) में अनुबंध के आधार पर संकाय सदस्य के लिये योग्य व्यक्तियों तथा सेवानिवृत्त बैंक अधिकारियों से आवेदन आमंत्रित करता है :

पद का नाम	कुल पद	आयु सीमा	पात्रता	कार्य दिवस	मासिक मानदेय
संकाय सदस्य (Faculty Member)	उन्नाव- 01	न्यूनतम- 25 वर्ष अधिकतम-63 वर्ष	हमारी वेब साइट से प्राप्त करें।	साप्ताहिक 6 दिन (बैंक के निर्णयानुसार)	20,000/-रूपए प्रति माह (नियम एवं शर्तें लागू)

कृपया नोट करें कि उपरोक्त पद पूर्ण रूप से अनुबंध के आधार पर भरा जाएगा एवं नियुक्त व्यक्ति का कार्य विस्तार उनके कार्य की समीक्षा के आधार पर निश्चित अंतराल पर किया जाएगा। नियुक्ति बैंक के नियम एवं शर्तों के आधार पर की जाएगी। उपरोक्त पद के लिए आवेदन पत्र हमारी वेब साइट www.bankofindia.co.in के करियर सेक्शन से प्राप्त किया जा सकता है। पूर्ण रूप से भरे गये एवं समस्त दस्तावेज़ के साथ आवेदन पत्र हमारे आंचलिक कार्यालय, कानपुर के उपरोक्त पते पर दिनांक 29.03.2022 की शाम 4.00 बजे तक भेजे जा सकते हैं।

कृपया नोट करें कि बैंक ऑफ़ इंडिया बिना किसी पूर्व सूचना के इस विज्ञापन को रद्द करने का अधिकार सुरक्षित रखता है। (उम्मीदवार अधिमांत: स्थानीय क्षेत्र के होने चाहिए)

आवेदन पत्र का डाक संक्रमण में प्राप्त न होना, या नुकसान होना, या आवेदन पत्र प्राप्त होने में किसी भी देरी के लिए बैंक किसी भी प्रकार से ज़िम्मेदार नहीं होगा। आंशिक रूप से भरे या अपूर्ण आवेदन पत्र पर विचार नहीं किया जाएगा।

यदि आवेदक चुना जाता है तो प्रस्ताव पत्र स्वीकार करने की तिथि पर आवेदक किसी भी सरकारी या निजी संगठन के साथ पूरा या अंशकालिक आधार या अनुबंध के आधार पर जुड़ा नहीं होना चाहिए।

विशेष जानकारी के लिए आंचलिक कार्यालय के कृषि ऋण विभाग में संपर्क करें।

**उपरोक्त चयन के लिए बैंक ऑफ़ इंडिया कानपुर अंचल के पास अंतिम निर्णय सुरक्षित रहेगा।

आंचलिक प्रबन्धक
कानपुर अंचल



Engagement of Faculty Member for RSETI Unnao on Contractual Basis

Bank of India, Kanpur Zone invites applications for the post of faculty member at RSETI Unnao on **Contractual Basis** the details of which are as below:

Place	Post Name	Vacancy	Monthly Remuneration*
Unnao	Faculty	1	Rs.20,000/-

The selected candidate shall be engaged on contract basis for a period of 2 years. 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 on our website www.bankofindia.co.in under head "Career". The duly completed application form should reach us at the above mentioned address in a closed cover by **4 P.M. on or before 29.03.2022**.

Please note that Bank of India reserves the right to cancel/postpone the advertisement/selection process without any prior Notice.

*As per extant policy & guidelines.

Zonal Manager

Date: 11.03.2022

Place: Kanpur



APPLICATION FORM**ANNEXURE-II**

To,
The Zonal Manager
Bank of India
Kanpur Zone.

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

**APPLICATION FOR THE POST OF
FACULTY ON CONTRACT BASIS IN BANK OF INDIA**

With reference to your insertion on Bank's Website/ Daily Newspaper, regarding the above I append below following information for your kind perusal and needful action. I am also enclosing self-attested papers/documents related to Proof of Identity/Address/Educational Qualification.

01.	Full Name (in Block letters)				
02.	Father's / Husband's Name				
03.	Address (including telephone/mobile no.) where he/she normally resides/will reside and will perform the duties after selection				
04.	Email ID				
05.	Date of Birth				
06.	Age as on 31.03.2022	_____ Years _____ Months			
07.	Category (Strike of which is not applicable)	ST/SC/OBC/GENERAL			
08.	Educational Qualification				
09.	Language known	Can Speak	Can Write	Can Read	Can Understand
10.	Declaration	I hereby declare that: i) No case of CBI or other law enforcement agency or any proceedings in any court of law is pending against me ii) I am physically fit to carry out duties of the FACULTY, including continuous visits of villages and/or other places as per requirement of the Bank. iii) I have gone through job profile, engagement conditions and remuneration of FACULTY, and they are unconditionally acceptable to me. 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 of my employment or if any information is found not satisfying any of the eligibility criterions of Bank of India; my candidature is liable to be cancelled.			

Note: All correspondence (i.e. Admit Card for written examination, interview call letter) will be issued in the e-mail id of the applicant. No separate letter will be issued to the applicant.

Place:

Date:

Signature

Additional Information to be submitted in case of application from a retired employee of a Public Sector Bank**(Age should not be more than 63 years as on 31.03.2022)**

01.	Name of the Bank and Branch/Office wherefrom retired	
02.	Complete address of the Bank's HR Department wherefrom retired with contact No. (In case of Retired Employee)	
03.	Personal No. / PF No. /Personal Identification No. with the previous employer. (In case of Retired Employee)	
04.	Place and Date of Retirement. (In case of Retired Employee)	
05.	Grade/Scale from which retired.	
06.	Name and address of the Bank/Branch from where terminal benefits settled and/or pension account is in existence. (In case of Retired Employee) with email id	
07.	Last three assignments of 5 years preceding retirement: i) ii) iii)	
08.	Declaration	<p>I hereby declare that:</p> <p>i) I retired from _____ 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</p> <p>iv) I am physically fit to carry out duties of the Faculty, RSETI, 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 Faculty, RSETI and it 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 of my employment or if any information is found not satisfying any of the eligibility criterions of Bank of India; my candidature is liable to be cancelled.</p>
09.	Certificate of the employer Bank enclosed : YES / NO	

Note: All correspondence (i.e. Admit Card for written examination, interview call letter) will be issued through the e-mail id of the applicant. No separate letter will be issued to the applicant.

Signature of Shri / Smt. _____

Verified _____

(Signature of the authorized Bank official of the Bank Branch from where proceeds of terminal benefits of the applicant were credited/pension being paid)

**APPLICATION FOR THE POST OF
FACULTY FOR OUR RSETI
(RURAL SELF EMPLOYMENT TRAINING INSTITUTE), UNNAO
ON CONTRACT BASIS IN BANK OF INDIA**

CERTIFICATE OF THE EMPLOYER BANK

(In case of application by a retired employee of a Public Sector Bank)

Application without Employer Bank Certificate will not be considered

We certify the information furnished hereinabove by the applicant Shri/Smt. of Grade Retired from this Bank on attaining superannuation/voluntary retirement on His details have been verified with his/her Service record and found to be correct. While in 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 and 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)**



Detailed Terms and Conditions for Engagement of Faculty on Contractual Basis for RSETI Unnao

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

Job Profile of RSETI Faculty: -

- Assisting the Director RSETI in conducting training programmes.
- Conducting pre-training activities, including awareness programmes, generation of applications and selection of candidates.
- Assisting the Director RSETI in preparation of Annual Action Plan, designing the customized training programmes and evaluation of the training.
- Organizing the logistics for the training programmes, including training material and guest faculties.
- Handling sessions related to motivation, entrepreneurship, market survey, business opportunity guidance, business plan preparation, launching formalities and enterprise management aspects (costing, pricing, inventory management, marketing, customer relations etc.)
- Providing post-training escort services including follow-up visits/meets.
- Preparation of business plan/ project report for RSETI trained entrepreneurs.
- Providing counseling, credit linkage, marketing linkage, etc. to the trained entrepreneurs.
- Preparation of notes for training session, post programme report, monthly progress report and annual activity report.
- Organizing functions, events and meetings of the RSETI.
- Preparation of press release/reports on the activities of the RSETI for media coverage.
- Supervising work of the Office Assistant, Sub-staff and watchman of the RSETI.
- Monitoring the performance of guest faculty (skill training).
- Maintenance of fixed assets and library of the RSETI.
- Overseeing the maintenance of campus including, class rooms, kitchen, dining hall and dormitories.
- Up keep of premises/campus of the RSETI and all fixed assets including furniture and fixtures and library/books of the institute.
- Maintaining discipline in the institute including the practices of daily attendance, prayer, yoga and Shramdaan.
- Any other work/responsibilities, entrusted by the Director RSETI.

Eligibility for Faculty

- The candidate should have minimum qualification of Graduation. Diploma in vocational courses is preferable.
- The candidate should have a flair for teaching and should possess sound knowledge of computers.
- An excellent communication skill in local language is essential, fluency in Hindi and English would be an added qualification.
- The candidate should be proficient in MS Office (Word, Excel and Power Point) and Internet.
- Typing skills in Hindi/English will be an added advantage.
- The candidate should preferably be a resident of the district where RSETI is located.

How to apply:

The application should be submitted by the candidate with necessary documents as per Bank's prescribed format which is available from our Bank's official website **Annexure-II**: For all Applicants; **Annexure-III & IV**: additionally (mandatory) for retired employees of PSU Banks.

No. of Vacancies:

Total **1 (one)** vacancy for the post of faculty in our RSETI Unnao on contractual basis for a period of **Two Years**. Provision for further renewal based on satisfactory performance/conduct/behavior and for a maximum period of 5 Years including initial two years subject to maximum age of 65 Years. The contract may be terminated by either side by giving one month's notice.

Age criteria:

Minimum 25 Years and Maximum 63 years subject to physical fitness

Experience Desirable:

2 years in house faculty or visiting faculty. The candidate should possess good flair / computing skill / knowledge in computers, etc.

Selection Procedure:

All candidates applying for the above mentioned post will have to clear:-

- **Written Test:** to assess General Knowledge and computer capability. Please note that the written test will be conducted in English language only.
- **Personal Interview:** to assess communication skills, leadership quality, attitude, problem solving ability and ability to get along with the trainees' development approach.
- **Demonstration/Presentation:** to assess teaching skills and communication capacity.

Note: Only those candidates who qualify in written exam will be called for interview/presentation.

Remuneration:

The remuneration will be Rs. 20,000/- (Rupees Twenty Thousand only) per month on consolidated basis.

Actual Travelling Expenses:

Maximum Rs. 250/- per diem, for taking up the job of training wherever required at site, other than the institute, to be approved by RSETI Incharge / Director based on the reasonability of the same.

Leaves:

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

Exit Policy:

Bank reserves the right to remove the RSETI Faculty at any time even before the expiry period of contract in case his performance is not up to the Bank's expectations or otherwise too.

Important Points:

- i) **Last date for submission of application is 29.03.2022.**
- i) The date of the written test and interview shall be decided with due consultation with higher authorities and with the committee formed for the purpose of appointment of support staff at RSETI. The same shall be communicated to the applicants by email. **No separate postal letter will be issued.**
- ii) The duly completed application form should reach us at the following address: **"The Zonal Manager, Bank of India, Kanpur Zonal Office, 128/24, Block H, Scheme II, Kidwai Nagar - 208011"** in a closed cover by 4 P.M. on or before **29.03.2022.**
- iii) **"APPLICATION FOR THE POST OF FACULTY IN RSETI-(Name of RSETI)"** should be mentioned on the top of the envelope. Partially filled or unfilled applications will be summarily rejected.
- iv) Bank will not be held responsible for any postal delay or non-delivery of any communication.
- v) Candidates should mention their e-mail ID without fail in the application form as all communication will be made through e-mail.
- vi) Please note that Bank of India reserves the right to cancel/postpone the advertisement/selection process without any prior notice.
- vii) 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.
- viii) **Note: - For retired employees of PSU Bank extant guidelines and provisions in vogue shall apply. In case of any dispute, jurisdiction of Kanpur only shall be valid.**