

ZONAL OFFICE: NAGPUR ZONE. 3rd floor, P.B. No.4, S. V. Patel Marg, Nagpur-440001.
Phone: 0712-2040038, Email: Zo.Nagpur1@bankofindia.co.in

Date: 18.11.2016

ENGAGEMENT OF CHANNEL MANAGEMENT PARTNER IN NAGPUR ZONE

For engagement of Channel Management Partner (CMP) to supervise and monitor the activities/ performance of Business Correspondents (BCs) in Nagpur Zone comprising of Bhandara, Gadchiroli & Gondia District on contractual basis.

The detail of vacancy is as under:

District	No. of Vacancies
Bhandara	01
Gadchiroli	01
Gondia	01

We enclose the relevant information in the annexure as under:

Annexure II: Eligibility criteria and selection procedure for engagement of CMPs.

Annexure III: Job profile and engagement conditions of CMPs.

Annexure IV: Remuneration, Variable Pay, Halting allowance etc. for CMPs.

Annexure V: Application format and format of Employer's certificate.

Last date for submission of application is 05.12.2016. The date of interview will be decided with due consultation with higher authorities and committee for the same.



Zonal Manager
Nagpur Zone



Annexure-II

ENGAGEMENT OF CHANNEL MANAGEMENT PARTNERS

ELIGIBILITY:

- Retired Bank officers (except compulsory retired) in MM-II and above from Bank of India, RRBs sponsored by BOI or other Public Sector Banks
- Age not above 62 years
- Should have undoubted integrity
- Should not have been subjected to punishment/penalty by the employer Bank during last five years before of his/her retirement.
- Cases of CBI or other Law enforcement agencies should not be pending against the applicant.
- Applicants should be physically fit to carry out the duties of CMP which includes continuous visit to villages
- Applicants should be able to read, write and speak local language

PREFERENCE IN ENGAGEMENT:

- 1st preference : Retired Bank of India Officers
- 2nd preference : Retired officers of RRBs sponsored by Bank of India
- 3rd preference : Retired officers of other Public Sector Banks including State Bank of India.

HOW TO APPLY

The eligible candidates would be required to apply on Bank's prescribed Application Format, duly certified by concerned employer Bank. Applications received without the Employer Bank Certification will not be considered.

SELECTION PROCEDURE:

The selection is based on performance in the interview and subject to order of preference mentioned above. Minimum qualifying marks in the interview will be 50% (50 out of 100 marks).



Annexure-III

JOB-PROFILE OF CHANNEL MANAGEMENT PARTNERS (CMPs):

- CMPs to co-ordinate, advise and assist Bank's officials and work as intermediaries between the Bank and the Business Correspondents/Business Facilitators (BCs/BFs).
- Help the Bank in identifying suitable BCs/BFs, assist the Bank in setting key performance areas for the BCs/BFs in terms of number of deposit accounts and deposit amount, number and type of loans sourced, insurance policies sold and number of Mutual Funds sold.
- Tracking the business sourced by BCs/BFs through the Channel Management Software and creating reports at regular intervals and submission of the same to Chief Manager (Rural Development)/Zonal Manager at regular intervals.
- Follow up and report the performance of BC/BF on a regular basis by conducting surprise visits, checking written records.
- Help Chief Manager (Rural Development) for calculation and payment of commission at determined rates.
- Supporting the BCs/BFs for sourcing business, running promotional programs for asset and liability products.

ENGAGEMENT CONDITIONS:

- The CMPs will be engaged on a contract basis for a period of two years.
- The contract of service may be renewed for a further period of two years or up to the age of 65 years age, whichever is earlier.
- The renewal of contract is subject to continued good performance and physical fitness of the CMP.
- CMP will not be entrusted with any financial/administrative powers.
- Performance of CMPs will be reviewed half-yearly.
- The Bank may decide to terminate the contract of engagement if the performance of a CMP is not found satisfactory.
- The Bank may at its sole discretion terminate the contractual engagement by giving one month's notice or one month's gross emoluments in lieu thereof to a CMP at any time during the contract of engagement.



Annexure- IV

REMUNERATION:

The monthly fixed remuneration & annual variable pay would be as under:-

Contract Period	Monthly Fixed Remuneration	Amount of variable pay		
		Who achieve less than 100% of the target	Who achieve exactly 100% of the target in all categories	Who achieve more than 100% pro rata under each category
	(a)	(b)	(c)	(d)
1 st year	Rs. 10,000/-	NIL	Rs. 30,000/- p.a.	In addition to the variable pay mentioned in column (c) performance incentive will be paid which will be the same additional % of variable pay by which the CMP has exceeded the target.
2 nd year	Rs. 12,000/-	NIL	Rs. 36,000/- p.a.	
3 rd year	Rs. 14,000/-	NIL	Rs. 42,000/- p.a.	
4 th year	Rs. 16,000/-	NIL	Rs. 48,000/- p.a.	

The CMP will also be eligible for reimbursement of -

- Mobile phone bill charges of Rs 500/- per month.
- Conveyance charges of Rs 2,000/- per month for their regular visits to villages in their coverage area.
- AC-2 tier rail fare by shortest route or by public transport if asked to travel outside their Headquarters.
- Hailing Allowances on deputation to places outside headquarters @ Rs. 500/- per diem for Metro/Urban centres, Rs 350/- per diem for Semi Urban centres & Rs 250/- per diem for Rural centres.



APPLICATION FORMAT

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

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

Sir,

**APPLICATION FOR THE POST OF CHANNEL MANAGEMENT PARTNER
ON CONTRACT BASIS IN BANK OF INDIA.**

With reference to your insertion in newspaper/on Bank's website (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 31.10.2016 (should not be more than 62 years)	
12	Category (Strike off whichever is not applicable)	SC/ ST/ OBC/ GEN



13	Educational Qualifications	
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"> 1. I retired from the _____ Bank of superannuation/ voluntary retirement. 2. No punishment/ penalty was inflicted on me during five years of my service in _____ Bank preceding my retirement/ VRS. 3. No case of CBI or other law enforcement agency or any proceedings in any court of law is pending against me and 4. 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. 5. 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 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 and 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.

