

**ANNEXURE-II**

**Recruitment/ Engagement of Incharge/ Counselor for FLCC Mandsaur/RATLAM (Financial Literacy & Credit Counseling Centre) on Contract basis.**

**IMPORTANT: LAST DATE OF RECEIPT OF APPLICATION – 09.06.2025:**

**One post for FLCC RATLAM & One for MANDSAUR**

**Only Retired Bank officers are eligible for the post**

**COMPANY PROFILE:**

Central Bank of India, a leading Public Sector Bank, with Pan India Branch Network of more than **4300 branches** with total business of more than **4,60,000 Crores**, driven by talented work force of 37000 + employees, is looking for retired bank officers in Scale-II and above having experience in working in any Public Sector Banks / SBI (i.e. our bank / any other Public Sector Banks / SBI) and with relevant expertise for recruitment on contract as In-charges for its RSETIs and FLCs already opened. Retired Scale-II Officers may also be considered for the post of In-charges for FLCCs only°

The details are given below:

**1. AGE, QUALIFICATION & EXPERIENCE (As on )**

| Sr. No. | Name of the Post                 | Age                                  | Qualification                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Experience / Other eligibility criteria.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------|----------------------------------|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | Counselor FLCC (Mandsaur/Ratlam) | Less than 65 years with sound Health | <p><b>Essential:</b></p> <p>(i) Graduate / Post Graduate degree from a UGC recognized University.</p> <p><b>Desirable:</b></p> <p>Officers with rural development background i.e. Agriculture Finance Officer / Rural Development Officer / Agriculture Officers converted to Mainstream of banking / Lead District Managers and Faculty leaders / Faculty members of Training Centres / Colleges with specialization in Rural Development etc. shall be preferred.</p> | <p><b>Essential:</b></p> <p>(i) Candidate should have retired on VRS or on attaining superannuation with minimum 20 years of service of which at least 15 years in Officer Cadre.</p> <p>(ii) He should have worked as Branch Manager in any scale in a rural branch for at least 3 years OR as AFO (Agriculture Finance Officer) in a Rural Branch for a period of 3 years.</p> <p>(iii) He should have unblemished record and possess satisfactory service certificate from the previous employer.</p> <p>(iv) Should be well conversant with local language.</p> <p>(v) Should have retired from Scale-II &amp; above for FLCCs.</p> |

|  |  |  |  |                                                                               |
|--|--|--|--|-------------------------------------------------------------------------------|
|  |  |  |  | (vi) Should be resident of the M.P State, preferably same or nearby district. |
|--|--|--|--|-------------------------------------------------------------------------------|

## 2. CONTRACT PERIOD, AMOUNT AND OTHER TRAVELLING EXPENSES:

The candidate shall be appointed on Contract basis for a period of one year. Renewal may be possible at Bank's sole discretion in terms of extant policies and rules.

Following conditions to be incorporated while issuing the Renewal of Contract letter to the member concerned.

- (a) To submit Performance Appraisal to Regional Manager concerned one month in advance of expiry of contract
- (b) Subject to Performance under other various parameters as per Bank's Performance Appraisal, the renewal of contract which will be sole prerogative of Bank shall be considered keeping in view the grading of minimum "B" of RSETI Centre, as per parameter prescribed by Govt. of India.

## 3. CONTRACT AMOUNT AND OTHER TRAVELLING EXPENSES:

The contract amount shall be paid an amount equivalent to last pay & allowances drawn less the initial amount of Pension fixed before commutation plus relief etc. payable thereon or Rs. 25,000/- p.m. whichever is lower Further a lump sum amount of Rs. 1000/- p.m. shall be paid towards Mobile, Conveyance etc. However, the condition of "Last Pay & Allowance drawn by the Officer less the initial amount of pension fixed before commutation plus relief etc." will be applicable only to the pension co-opted retired bank official of a Nationalized Bank and in case of non-pensioner, the candidate will be eligible only for Rs.25,000/- p.m. together with lump sum amount of Rs.1000/- towards Mobile, Conveyance etc. Please note that no other benefits or charges shall accrue or be payable.

Note: If any changes in remuneration it will be conveyed from time to time.

No other allowances/ reimbursement of expenses will be admissible.

## 4. LEAVE:

The candidates shall be entitled for 15 days leave per year with maximum of 02 days per month.

## 5. JOB PROFILE:

These officers shall be working as Counselor-FLCCs" and have to oversee the overall FLCC.

## 6. SELECTION PROCEDURE:

The eligible candidates will be called for personal interview and the decision of the Bank in this regard shall be final.

## 7. SUBMISSION OF APPLICATION:

Eligible candidates have to submit their applications in the given format (**Annexure-A**). Last date for receipt of application is **15.06.2025 by 3:00 pm and application will be accepted through registered post only** No applications shall be entertained beyond the stipulated date. Incomplete applications will be rejected.

Address the application, Subscribing "Application for the post of **Counselor** at FLCC center Mandsaur on contract **for the year 2025-26**" to **Regional Head, Central Bank of India, Regional Office Ratlam, Near Hotel Lawanaya Palace Mhow Neemuch Road Salakhedi Ratlam Pin-457001.**

## 8. APPLICATION FEE:

There is no application fee prescribed.

## 9. GENERAL INSTRUCTIONS:

(a) While applying for the post, the applicant should ensure that he/ she fulfills the eligibility and other norms mentioned above and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/ or that he/ she has furnished any incorrect/ false information or has suppressed any material fact (s), his/ her candidature will automatically stand cancelled. If any of the above shortcoming(s) is/ are detected even after appointment, his/ her contractual appointment is liable to be terminated without any notice.

(b) In case of suitable and deserving cases, any of the requirements and conditions of eligibility mentioned above, may be relaxed at the discretion of the Management. The Management reserves the right to fill or not to fill the above advertised position without assigning any reason thereof.

(c) Mere admission of application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/ her right to be called for interview.

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**ANNEXURE-A**

**APPLICATION FOR THE POST OF COUNSELOR FOR FLCC-Mandsaur/RATLAM  
ON CONTRACTUAL BASIS**

To  
 Regional Manager,  
 Central Bank of India,

\_\_\_\_\_,  
 \_\_\_\_\_,  
 \_\_\_\_\_.

With reference to your advertisement on Bank's Website dated \_\_\_\_\_ I, submit my application in prescribed format.

|    |                                                          |   |  |
|----|----------------------------------------------------------|---|--|
| 1. | <b>Name (in full)</b>                                    | : |  |
| 2. | <b>Address for correspondence</b>                        | : |  |
| 3. | <b>Category</b>                                          | : |  |
| 4. | <b>If person with Disability:</b>                        |   |  |
|    | Type of disability                                       | : |  |
|    | Percentage of disability                                 | : |  |
| 5. | <b>Date of Birth (as per School leaving Certificate)</b> | : |  |
|    | Age in completed years as on _____                       | : |  |
| 6. | <b>Details of Non-refundable Application Fees:</b>       |   |  |
|    | Name of DD Issuing Bank                                  | : |  |
|    | Place of Issue                                           | : |  |
|    | Date of Issue                                            | : |  |
|    | Amount                                                   | : |  |
| 7. | <b>Contact Details:</b>                                  |   |  |
|    | Mobile No.                                               | : |  |
|    | Landline No.                                             | : |  |
|    | e-mail ID                                                | : |  |
| 8. | <b>Gender</b>                                            | : |  |
| 9. | <b>Nationality</b>                                       | : |  |

|     |          |   |  |
|-----|----------|---|--|
| 10. | Religion | : |  |
|-----|----------|---|--|

|     |                          |   |  |
|-----|--------------------------|---|--|
| 11. | Marital status           | : |  |
| 12. | Father's/ Husband's name | : |  |
| 13. | Permanent Address        | : |  |

**14. EDUCATIONAL QUALIFICATION:**

| Qualification                     | Details<br>(B.A/ B.<br>Sc. / M.A /<br>M. Sc.<br>Etc.) | Board /<br>University | Full Time<br>/ Part-<br>Time | Year of<br>Passing | Subject /<br>Specialization | Marks (Rank<br>if any) |
|-----------------------------------|-------------------------------------------------------|-----------------------|------------------------------|--------------------|-----------------------------|------------------------|
| Graduation                        |                                                       |                       |                              |                    |                             |                        |
| Post<br>Graduation                |                                                       |                       |                              |                    |                             |                        |
| Professional<br>Qualification     |                                                       |                       |                              |                    |                             |                        |
| Others /<br>Computer<br>Knowledge |                                                       |                       |                              |                    |                             |                        |

**15. RELATIVE EXPERIENCE – Total (in years) \_\_\_\_\_.**

| Sr. No. | Name of<br>Bank | Designation | Duration | Responsibilities | Pay Scale | Extra<br>Ordinary<br>Achievements |
|---------|-----------------|-------------|----------|------------------|-----------|-----------------------------------|
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |
|         |                 |             |          |                  |           |                                   |

|     |                                |   |  |
|-----|--------------------------------|---|--|
| 16. | Retired on VRS/ Superannuation | : |  |
|     | Date of Retirement             | : |  |

|  |                        |   |        |
|--|------------------------|---|--------|
|  | Total years of Service | : | Years. |
|--|------------------------|---|--------|

|     |                                              |   |        |
|-----|----------------------------------------------|---|--------|
|     | Out Of Which As An Officer                   | : | Years. |
|     | No. Of Years Worked As Rural Branch Managers | : | Years. |
| 17. | Date Of Issue Of Service                     | : |        |
|     | Certificate Of Previous Employer             | : |        |

|     |                                              |   |  |
|-----|----------------------------------------------|---|--|
| 18. | Details of Present Employment                |   |  |
|     | (a) Organization                             | : |  |
|     | (b) Full Address                             | : |  |
|     | (c) Position                                 | : |  |
|     | (d) Reporting to                             | : |  |
|     | (e) Salary / Compensation<br>Presently drawn | : |  |

|     |                                                                                                                                     |
|-----|-------------------------------------------------------------------------------------------------------------------------------------|
| 19. | Brief details of experience in the Bank in respect of working in Rural Area / as Rural Development In-Charge / As Faculty / As LDM. |
|     |                                                                                                                                     |

|      |                                                                   |
|------|-------------------------------------------------------------------|
| 20.. | Significant Achievement (if any) in respect of above assignments: |
|      |                                                                   |

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|            |                                              |     |
|------------|----------------------------------------------|-----|
| <b>21.</b> | <b>Name &amp; Address of two references:</b> |     |
|            | (1)                                          | (2) |

**DECLARATION:**

I hereby declare that the particulars furnished above are true and correct to the best of knowledge and belief and I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature / appointment for the said post is liable to be cancelled / terminated at any stage and if appointed, my service are liable to be terminated. I am willing to serve anywhere in India. I agree that Bank has right to transfer me to any part of the country at its discretion.

I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and / or out of said advertisement can be instituted by me only at Mumbai and Courts / Tribunals / Forums at Mumbai undertake to abide by all the terms and conditions mentioned in the advertisement displayed on Bank's website dated \_\_\_\_\_.

\_\_\_\_\_  
 (Signature of applicant)

Place : \_\_\_\_\_.

Date : \_\_\_\_\_

Enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.