



सेन्दल बैंक ऑफ़ इंडिया
Central Bank of India

REGIONAL OFFICE -DEORIA

Regional Office: 1ST Floor Palika Bazar, In Front of Nagar Palika, Deoria (UP) PIN: - 274001

Email: - rmdeorro@centralbank.co.in

RO/DEORIA/ASBD/2025-26/25

Date: 18.07.2025

Central Bank of India Samajik Utthan Avam Prashikshan Sansthan

(CBI-SUAPS)

(A Society/Trust Sponsored by Central Bank of India)

Engagement of Faculty (One post) and Office assistant (One post) at RSETI Ballia Dist- Ballia (U.P.) and Office assistant (One post), Attender (One post), Watchman cum Gardener (One post) and FLC (One post) at RSETI-DEORIA, Dist-Deoria State - Uttar Pradesh on contract basis.

IMPORTANT: LAST DATE OF RECEIPT OF APPLICATION: 03-08-2025.

Society/Trust Profile:

Central Bank of India Samajik Utthan Avam Prashikshan Sansthan (CBI-SUAPS), a Society/Trust, (registered under Society Registration Act 1860 with Head Office at Mumbai), sponsored by Central Bank of India and engaged in imparting training to rural youth for their self-employment and bringing awareness among rural masses on financial literacy through its 46 RSETI & 50 FLCC centers located in 50 districts of the country, is looking for engaging the services (On contractual basis for one year subject to further annual renewal based on performance maximum up to 5 years) of counselor and Attendant on Annual Contract basis for our FLCC Deoria Dist- Deoria and RSETI centre at Deoria Dist- Deoria (UP) & RSETI center at Ballia Dist- Ballia (UP). The vacancy to be filled up is as follows:

District – Ballia : Faculty- (One post) and Office Assistant – (One post)

District – Deoria : Office assistant (One post), Attender (One post), Watchman cum Gardener (One post) and FLC (One post)

The details are given below:

1. AGE, QUALIFICATION & EXPERIENCE

Sr. No.	Name of the Post	Age	Qualification	Experience / Other eligibility criteria.
1.	Faculty	22 to 40 years	<u>Essential:</u> (i) Shall be a Graduate (any i.e. Science/commerce/arts)/ Post-graduate ;however, preference may be given to MSW/MA in Rural development/MA in Sociology/Psychology/B.S c.(Veterinary),B.Sc. (Horticulture),B.Sc. (Agri. Marketing)/B.A. with B.Ed. etc.	<u>Essential:</u> <ol style="list-style-type: none"> 1. Shall have a flair for teaching and process sound computer knowledge. 2. Excellent communication skills in the local language essential, fluency in English and Hindi will be an added advantage. 3. Skills in typing in local language essential. 4. Typing skill in Hindi/English typing an added advantage 5. Previous experience as faculty preferred.
2.	Office Assistant-at RSETI	Between 18 Years to 35 years as on the last date of the receipt of the application	Shall be a Graduate viz. BSW/BA/B.Com./ with computer knowledge	<ul style="list-style-type: none"> • Knowledge in Basic Accounting is a preferred qualification • Shall be fluent in spoken and written local language. • Fluency in Hindi / English would be an added qualification • Shall be proficient in MS Office (Word and Excel), Tally & Internet • Skills in typing in local language is essential, Typing skills in English an added advantage
3.	Attender	Between 18 Years to 35 years as on the last date of the receipt of the application	Shall be Matriculate	Ability to read and write the Local Language preferred.
4.	Watchman/ Gardener	Between 18 Years to 35 years as on the last date of the receipt of the application	Should have passed 7 th standard	Should have experience preferably in agriculture/gardener/horticulture.

2. AGE, QUALIFICATION & EXPERIENCE

1.	Counselor-FLCC	Above 45 years age & Less than 65 years with sound Health	<p><u>Essential:</u></p> <p>(i) Graduate/Post-graduate degree from a UGC recognized University</p> <p>(ii) Shall be computer literate, shall have proficient in basic knowledge of MS office, internet, typing in local language.</p> <p><u>Desirable:**</u></p> <p>Officer 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 Centers / Colleges with Specialization in Rural Development etc. shall be preferred.</p>	<p><u>Preferential:</u></p> <p>1. Retired/VRS opted Bank officials of scale 1 & Above of Nationalized Bank including state Bank of India & RRB's preferred. OR</p> <p>2. Ex-service man or/and other than Bank Employee (E.g. Government school Teacher etc.) Having Banking knowledge and knowledge of financial services & having completed relevant IIBF certification course.</p> <p>3. He should have unblemished record and possess satisfactory service certificate** from the previous employer. Experience as an officer/permanent employee of 10 years</p> <p>4. Should be well conversant with local language</p> <p>5. Should have retired from Scale II and Above</p> <p>6. Should be resident of the same State, preferably same or nearby district i.e. Kushinagar /Deoria / Gorakhpur/Maharajganj.</p>
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**** A Self attested copy of service certificate from the previous employer/experience of working as Faculty, Rural Development be submitted along-with the application. Original be produced at the time of interview.**

2. CONTRACT PERIOD:

For Counselor FLCC

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 Head 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's shall be considered keeping in view of the performance.

For Faculty-RSETI

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 Head 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's shall be considered keeping in view of the performance

For Office Assistant-RSETI

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 Director-RSETI through proper channel to concerned Regional Head 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's shall be considered keeping in view of the performance

For Attendant

The candidate shall be appointed on Contract basis for a period of one year. Renewal of contract may be considered at the sole discretion of Society/Trust and subject to satisfactory performance.

No person employed elsewhere will be allowed to work on instant advertised post after being selected for the contractual engagement.

3. CONTRACT AMOUNT AND OTHER TRAVELLING EXPENSES:

For FLCC Counselor:

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.15000/- p.m. whichever is lower. Further a lump sum amount of Rs.500/- p.m. shall be paid towards Mobile, conveyance etc. However, the condition of "last Pay & Allowances 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.15000/- p.m. together with lump sum amount of Rs.500/- towards Mobile, Conveyance etc. Please note that no other benefits or charges shall accrue or be payable.

Reimbursement of TA/DA for traveling as per requirement of Post shall be made as per revised rate of Rs.300/-per day and travelling expenses to be paid on actual basis.

No Diem allowances / Reimbursement shall be payable where vehicle is provided.

For Faculty-RSETI:

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.20000/- p.m. whichever is lower. Annual performance incentive Rs. 2000/- every year will be based on satisfactory review of performance of the services rendered. Further a lump sum amount of Rs.2500/- p.m. as Fixed Conveyance Allowance (FCA) shall be paid towards conducting EAP's etc.

Mobile allowance Rs.300/-p.m.

EPF, ESI, Gratuity as per rules.

No other allowances/reimbursement of expenses will be admissible.

For Office Assistant-RSETI:

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 Rs12,000/- p.m. whichever is lower.

For Attendant:

The contract amount shall be fixed at **Rs. 8000/-** per month. No other allowance/benefit/payment will be admissible.

4. LEAVE:

The candidates shall be entitled for 12 days leave per year with maximum of 02 days per month.

5. JOB PROFILE:**For Counselor FLCC:**

These Officers shall be working as Counselor FLCs and have to oversee the overall functioning of FLC.

For Faculty-RSETI:

Work as Faculty of the institute handling session related to Entrepreneurship, Motivation, personality development. Business management conducting business Game etc. guiding /Educating the training and co-orditaing the programme of the institution, Conducting EAP's etc.

For Office Assistant-RSETI:

These shall be working as assistant at RSETI to help the overall functioning of Training Centre .

For Attendant:

Generally all sub-ordinate work of the institute for assisting the director & other staff of the institute for smooth functioning of the day to day activity. Up keeping of premises including office, training class rooms, dormitory, bathrooms, filing cabinet, visitors lounge etc. Filing the documents in respective files as per direction of office assistant/faculty/Director. Going to bank branches for all bank work like for getting passbook updating etc. As per the instruction of director. Any other work entrusted by the director from time to time.

6. SELECTION PROCEDURE:

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

7. SUBMISSION OF APPLICATION:

Eligible candidates have to submit their applications in the given format. Last date for receipt of application is 03.08.2025. No applications shall be entertained beyond the stipulated date. Incomplete applications will be rejected.

Applicants should write on envelop **“Application for the post of Counselor FLCC DEORIA / Application for the post of Office Assistant/Attender at RSETI center – Deoria / Application for the post of Faculty/Office assistant at RSETI center –Ballia on contract for the year 2025-26”** and send to **“REGIONAL HEAD, CENTRAL BANK OF INDIA, REGIONAL OFFICE,1st FLOOR, In front of Nagar Palika, Deoria U.P. PIN-274001.**

8. APPLICATION FEE: NIL

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 criteria 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 engagement, his / her contractual engagement 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 of Society/Trust. The Management of Society/Trust 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 be stow on him / her right to be called for interview.

(Shashi Bhushan Dayal)
Regional Head
Deoria

**APPLICATION FOR THE POST OF FLCC COUNSELOR/FACULTY RSETI/OFFICE ASSISTANT/ATTENDANT OF
RSETI ON CONTRACTUAL BASIS**

To
Regional Manager
Regional Office
Central Bank of India,
First floor, Palika Bazar
In Front of Nagar Palika,Deoria, U.P.
Pin Code- 274001

Paste Passport size
photograph

Please sign across
the photograph

With reference to your advertisement on Bank's Website dated _____ I, submit my application for the post of **Counselor FLCC/Director-RSETI** (whichever is applicable) in prescribed format as under:

1.	NAME (in full)	:	
2.	ADDRESS FOR CORRESPONDENCE	:	
3.	If person with Disability:	:	
	Type of disability	:	
	Percentage of disability	:	

4.	Date of Birth (as per School leaving Certificate)	:	
	Age in completed years as on _____	:	
5.	Contact Details:	:	
	Mobile No.	:	
	Landline No.	:	
	e-mail ID	:	
6.	GENDER	:	
7.	NATIONALITY	:	
8.	RELIGION	:	
9.	MARITAL STATUS	:	
10.	FATHER's / HUSBAND's NAME	:	
11.	PERMANENT ADDRESS:	:	

12. EDUCATIONAL QUALIFICATION:

Qualification	Details (SSC/HSC (10+2)/B.A/ B. Sc. / M.A / M. Sc. Etc.)	Board / University	Full Time / Part-Time	Year of Passing	Subject	Marks (Rank if any)
SSC/HSC (10+2)						
Graduation						
Post-Graduation						
Professional Qualification						

Others ---						
Computer (Diploma/Degree/ Certificate)						

Note: Please attach copy of certificate **duly attested by self or any Gazetted officer.**

13. For FLCC Counselor /Director RSETI only:

A. RELATIVE EXPERIENCE (if any)--

Total (in years) _____.

Sr. No.	Institution	Designation	Duration		Responsibilities	Achievements
			From	To		

B – For retired Officials:

	Retired on VRS / Superannuation	:	
	Name of the Organization from which retired	:	
	Date of Retirement	:	
	Total years of Service	:	Years.
	Out of which as an Officer in organization/rural development institution/faculty in training centre.	:	Years.
	No. of years worked as Rural Branch Managers/Field Officer in case of Bank's services.	:	Years.
	Date of issue of Service Certificate of previous Employer	:	

Note: Attach **self-attested** copy of **service** certificate of **previous employer/experience of Office Assistant, Rural Development from organization/institutions concerned.**

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

Note: Attach **self-attested** letter/**certificate of employer/institution/organization**.

15.	Brief details of experience in the Bank/other institution in respect of working in Rural Area as Rural Development In-Charge / Bank Official and Faculty in training centre.		
16.	Significant Achievement (if any) in respect of above assignments:		
17.	Name & Address of two references:		
	(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 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 and 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.