



## Learning and Development Department (Human Capital Management)

### Engagement of Retired Public Sector Bank Officers (Scale II/III/IV) as Faculty Members in Centres for Learning & Development on Contractual Basis

Opening Date of Applications	29 May 2024
Last Date of Receipt of Applications	18 June 2024

**Central Bank of India**, a leading Public Sector Bank, with Pan India Branch Network of more than 4,400 branches, with total business of more than Rs 6, 30,000 crore, driven by talented work force of more than 31000 employees, invites applications for **engaging retired Scale II/III/IV Public Sector Bank Officers as Faculty Members in its Centres for Learning & Development (CLDs) on contractual basis for FY 2024-25** as per details here below:

Vacancy in CLD at	No. of Vacancies for the post of Faculty Member
Chandigarh	1
Chennai	1
Kolkata	2
Muzaffarpur	1
Nagpur	2
Patna	2
Pune	2
Raipur	1
<b>Total</b>	<b>12</b>

### ELIGIBILITY CRITERIA

The eligibility criteria and other details for engaging retired Scale II/III/IV Public Sector Bank Officers as Faculty Members in its CLDs on contractual basis for FY 2024-25 are:

1. The Officer must have superannuated before 01.06.2024 from **Central Bank of India's Service or other Public Sector Banks' Service** either as a **Scale II, III or IV Officer** on attaining the age of 60 years.
2. The retired Officer must have a proven track record of expertise in specific banking domains (e.g., credit, risk management, treasury, operations, etc.).
3. The retired Officer should have experience in training for at least two years.
4. The Officer should have retired with good track record, and no major punishment/penalty should have been inflicted on the retired Officer during five years of his service in the Bank preceding his retirement and no minor punishment/penalty should have been inflicted on the retired Officer during three years of his service in the Bank preceding his retirement.
5. The Officer must not have been named in the Doubtful Integrity List during five years of his service in the Bank preceding his retirement. Also, the retired Officer should not have any crime record.

Sir Sorabji Pochkhanawala Bankers' Training College, JVPD Scheme, Juhu Vile  
Parle (West), Near Cooper Hospital, Mumbai, Maharashtra 400056  
Contact Nos: 022-6145 8016; 6145 8020; 6145 8045



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6. Officer who has opted for voluntary retirement/ resigned/ suspended/ dismissed/ terminated/ left the Bank otherwise before superannuation is not eligible for consideration for engagement.
7. The retired Officer should be of sound health.
8. The retired Officer should not be more than 63 years of age as on 01.06.2024.

### **CONTRACT PERIOD**

1. The initial term of engagement shall ordinarily be for one year.
2. The contract may be extended based on review of the task and performance of the contracted retired Officer and the need of the Bank, provided in no case shall it be extended beyond the age of 65 years.
3. The agreement for engagement shall stand terminated on attaining the age of 65 years.
4. During the period of contract of engagement with the Bank, the retired Officer shall not take up any assignment with any other organization.

### **TERMINATION OF CONTRACT**

1. The engagement of Retired Officer as Faculty Member (CLD) in the Bank shall not be considered as a case of re-employment in the Bank.
2. The member shall not be eligible for any claim or any other Benefit/ Compensation under provisions of any Act/ Rules applicable to regular Bank employees.
3. The Bank may cancel/ terminate the contract of the engagement at any time without assigning any reason whatsoever with an option of 30 days' notice period or payment/ surrender of remuneration in lieu thereof.

The indicative but not exhaustive list for reasons of termination of contract is as below:

- i) The member is unable to address the assigned works;
  - ii) Quality of completed work assigned is not to the satisfaction of the Bank;
  - iii) The member fails in timely achievement of the target as decided by the Bank;
  - iv) The member is found lacking in honesty and integrity;
  - v) The termination will be without prejudice to either party's rights accrued before termination.
  - vi) If any declaration/information furnished by the member is found false or found to be wilfully suppressed any material fact(s), he/ she will be liable for termination of contract including any administrative and/or legal action as the Bank may deem fit.
4. The Retired Officer needs to give a 30-days notice in case of premature termination of contract of engagement.



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### **FIXED MONTHLY REMUNERATION/ OTHER ALLOWANCES**

1. The fixed all-inclusive monthly remuneration for retired Bank Officers engaged as Faculty Members in CLDs shall be:

<b>Retired As</b>	<b>Monthly Remuneration</b>
Scale IV	Rs. 50,000 /-
Scale III	Rs. 45,000 /-
Scale II	Rs. 40,000 /-

*\*Besides the remuneration given above, no other benefit shall be payable*

2. The reimbursement of expenses on official travel will be same as applicable to Middle Management Grade Scale III irrespective of the scale at the time of superannuation.

### **DEDUCTION OF TAX**

Income tax or any other tax liable will be deducted, as per the prevailing provisions under relevant laws at source before effecting the payment, for which the Bank will issue certificate.

### **OFFICE TIMINGS AND WORKING DAYS**

The retired Officers engaged on contractual basis shall have to follow the working hours as applicable to Officers of the Bank. The member usually has to attend the office on all the working days but if required, he/she can be called for duty on any day such as Sunday, holiday including Gazetted Holiday or beyond working hours without any extra remuneration.

### **LEAVE OF ABSENCE**

1. Paid leave of absence shall be allowed at the rate of 1.5 days for each completed month of service.
2. The leave will be carried over to the next month subject to accumulation of maximum 18 days leave during the entire contract period which will lapse on the last day of the contract. The leave for more than 4 days shall not, ordinarily, be allowed at a time.
3. No remuneration for the period of absence in excess of admissible leave will be paid.
4. The retired Officer shall not claim leave as a matter of right.

### **ROLES AND RESPONSIBILITIES**

1. The retired Officer engaged as Faculty Member of CLD will be responsible for:
  - Conducting and coordinating training programs on various banking topics
  - Developing and updating training materials and modules
  - Mentoring newly recruited Probationary Officers during their period of probation of two years



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- Participating in the evaluation of training programs and providing feedback for continuous improvement.
- Collaborating with other faculty members to enhance overall training.

The detailed Roles and responsibilities will be defined by Bank and will be communicated in the engagement letter to the selected member.

2. Periodic Performance evaluation will be carried out and the same will be considered while renewing the contract, if applicable. General Manager - L&D will be the competent authority for performance evaluation.
3. Other than specified functions, any other work can also be allotted which is deemed fit for the role/ position.

### **REPORTING**

Faculty Leader of respective CLD will be reporting authority for the retired Officer and shall be the leave sanctioning authority as well.

### **SELECTION PROCEDURE**

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

### **SUBMISSION OF APPLICATION**

The last date to submit applications is 18 June 2024. No applications shall be entertained beyond the stipulated date. Incomplete applications will be rejected. The format of application is attached along with this notification.

The application should be, Superscribed “**Engagement of Retired Public Sector Bank Officers (Scale II/III/IV) as Faculty Members in Centres for Learning & Development on Contractual Basis**”.

The application (Annexure I) completed in all respect along with relevant papers has to be submitted at the below mentioned address:

**General Manager - L&D Department,  
Sir SPBT College,  
Sant Gyaneshwar Marg,  
JVPD Scheme, Juhu Vile Parle (West),  
Mumbai, Maharashtra – 400056**



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### **Note:**

- Please note that all the particulars mentioned in the application including Name of the Candidate, Category, Date of Birth, Post Applied for, Address, Mobile Number, Email ID, etc. will be considered as final and no change/ modifications will be allowed after submission of the application form.
- Candidates are hence requested to fill in the application form with the utmost care as no correspondence regarding change of details will be entertained. Bank will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application form.
- Application received other than through registered post or courier shall not be entertained.

### **APPLICATION FEE**

Nil

### **EXECUTION OF AGREEMENT FOR CONTRACTUAL ENGAGEMENT**

The Retired Officer will have to execute an Agreement before taking up the contractual engagement/ assignment, containing a clause on confidentiality, ethics and integrity along with other terms of employment/ assignment. The format will be provided to the candidate found successful on completion of the engagement process.

### **GENERAL INSTRUCTIONS**

1. 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 engagement that a candidate does not fulfill the eligibility norms and/or that he/ she has furnished 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.
2. Mere submission of application against this advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/ her the right to be called for the interview.
3. Not more than one application should be submitted by any candidate. Multiple Applications/ Registrations will be summarily rejected.
4. Applications, once submitted, will not be allowed to be withdrawn. The Bank would be free to reject any application, at any stage, if the candidate is found ineligible for the post, for which he/



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she has applied. The decision of the Bank regarding eligibility of the candidates, the stage at which scrutiny of eligibility is to be undertaken, qualifications and other eligibility norms, the documents to be produced, etc. and any other matter will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the Bank on this behalf.

5. A recent, recognizable colour passport size photograph should be firmly pasted on the application form and duly signed across by the candidate.
6. All candidates will have to produce, if called for interview, originals as well as self-attested photocopies of their experience certificates and any other certificate required, in the prescribed proforma in support of their eligibility, failing which their candidature will be cancelled.
7. No Travelling Allowance is payable to candidates who are called for the interview.
8. The Bank takes no responsibility for any delay/ non-receipt or loss of any communication.
9. Any resulting dispute arising out of and/or pertaining to the process under this advertisement shall be subject to the sole jurisdiction of the Courts situated in Mumbai.
10. Request for change of contact no./ address/ email ID/ interview centre will not be entertained.
11. In case any dispute arises on account of interpretation of version other than English, English version will prevail.
12. Engagement of retired Officers is subject to their being declared medically fit as per the requirements of the Bank. Such appointments will also be subject to Rules & Policies of the Bank.

Candidates are advised to regularly visit the Bank's website for updates/ notices/ instructions. All announcements/ addendum/ corrigendum/ details pertaining to this process will be only published/ provided on Bank's website <https://www.centralbankofindia.co.in> from time to time under Career section. No separate communication/ intimation will be sent to the candidates who are not selected/ shortlisted in the process. All notification/ communication placed on Banks's website shall be treated as intimation to all candidates who have applied for the process.

Merely satisfying the eligibility criteria norm does not entitle the candidate to be called for GD/ Interview/ Selection process. The Bank reserves the right to call only the requisite number of candidates for GD/ Interview/ Selection process after preliminary screening/ shortlisting with preference to the candidates' age, qualification, essential requirements, suitability, etc.

The Bank reserves the right to reject any application/ candidature at any stage or cancel the conduct of interview/ GD or to cancel the engagement process entirely at any stage without assigning any reason.

**-SD-**

**Date: 29 May 2024**

**GENERAL MANAGER-L&D**

Sir Sorabji Pochkhanawala Bankers' Training College, JVPD Scheme, Juhu Vile  
Parle (West), Near Cooper Hospital, Mumbai, Maharashtra 400056  
Contact Nos: 022-6145 8016; 6145 8020; 6145 8045

**APPLICATION FOR ENGAGEMENT OF RETIRED PUBLIC SECTOR BANK OFFICERS  
(SCALE II/III/IV) AS FACULTY MEMBERS IN CENTRES FOR LEARNING &  
DEVELOPMENT ON CONTRACTUAL BASIS FOR FY 2024-25**

Latest Colour  
Passport Size Photo  
To be signed across

Sr.	Particulars	Details of the Applicant
1	Application for the post of	Faculty Member in Centre for Learning & Development (CLD) at _____ ( <i>mention location</i> )
2	Name ( <i>in block letter</i> )	
3	Father's Name	
4	Date of Birth ( <i>DD/MM/YYYY</i> )	
5	Employee No. of Parent Bank	
6	PPO No.	
7	Residential Address  ( <i>Place where applicant is permanently staying</i> )	House No _____  Street _____  Locality _____  City _____  District _____ PinCode _____  State _____

8	State of Domicile			
9	Mobile Number/ Alternate Number			
10	Email address			
11	Retirement Details			
(a)	Retired from ( <i>Name of PSB</i> )			
(b)	Date of Retirement			
(c)	Designation Last Held with Grade/Scale			
(d)	Total Years of Service ( <i>in years/months</i> )			
(e)	Details of Branch/ Office/ Department from where retired			
12	Professional Experience			
(a)	Last Three Positions Held ( <i>Starting from the most recent</i> )			
	Position	Department/Branch	Duration	Key Responsibilities
	i.			
	ii.			
	iii.			
(b)	Areas of Expertise/Specialization			
	_____			
	_____			
	_____			
	_____			



13	Academic Background			
	Degree	Institution	Year of Passing	Major Subjects
14	Professional Qualification/ Certification			
(a)	JAIIB (Yes/No)			
(b)	CAIIB (Yes/No)			
(c)	Others			
15	Previous Experience as Faculty (if any)			
	Training Program	Institution	Duration	Subjects Taught
16	Significant achievements (in brief)			
(a)	Banking career			
(b)	Others			
17	Awards/Recognitions received from Bank/Government/voluntary/service organizations			

18	Why do you want to join as a faculty member at the Centre for Learning & Development of Central Bank of India?			
19	Preferred Subjects/Modules for Training			
	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>			
20	Mandatory Disclosures			
(a)	Has retired on superannuation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
(b)	No disciplinary action had been initiated during five years of applicant's service preceding to retirement	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
(c)	Has not been named in the Doubtful Integrity List during five years of applicant's service preceding to retirement	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
21	Languages known	Read	Write	Speak
	a)			
	b)			
	c)			
22	Any other information you would like to share			
23	Any other constraints, including issues related to health			

24	Emergency Contact Details (Name & Contact Number)			
25	References (at least two, preferably from the banking sector)			
	Name	Position	Contact Information (Mobile No. & Email ID)	Relationship

**DECLARATION:**

I hereby declare that all the information provided above is correct and is based on my service record.

I retired from \_\_\_\_\_ (name of the PSB) service on attaining superannuation and not under Voluntary Retirement or Exit Option Scheme.

I understand that any false information or misrepresentation will lead to my disqualification or termination of contract, if engaged. Bank's decision in this regard shall be final and binding on me.

Date:

Place:

(Name & Signature of the applicant)

Attachments:

Self-attested photocopies of the following:

1. PAN card
2. Aadhaar card
3. Service Certificate
4. Address Proof
5. Proof of Education and Professional Qualification