



The Maharashtra State Co-operative Bank Ltd.

(Incorporating The Vidarbha Co-op. Bank Ltd.)

(Scheduled Bank)

Sir Vithaldas Thackersey Smruti Bhavan,
9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai 400001

Ph. +91-22-69801000 Post Box No. 472

Email: hrdm@mscbank.com Website: www.mscbank.com

Advertisement No.5/ MSC Bank/2022-23

APPOINTMENT OF "OFFICER ON SPECIAL DUTY" ON CONTRACTUAL BASIS FOR 3 YEARS FROM RETIRED SENIOR MANAGEMENT CADRE OFFICERS OF DCC BANKS .

The Maharashtra State Co-operative Bank Ltd., (MSC Bank) Mumbai, a scheduled Bank is the leading and Apex Cooperative Bank in Maharashtra State, established in 1911. The Bank is operating through its Head Office at Mumbai, 6 Regional Offices and 57 Branches in Maharashtra. The Bank invites Off-line applications by Post / Speed Post / Courier only from residents of Maharashtra State for "**OFFICER ON SPECIAL DUTY**" in the Bank.

Candidates fulfilling the prescribed eligibility criteria are requested to apply Offline by downloading Application form **Annexure-1** from the Bank's website <https://www.mscbank.com/careers> and send it to the Bank along with self-attested photocopies of documents on or before the timeline indicated.

Important Instructions:-

1. Candidates should ensure that they fulfill the eligibility criteria before applying for the posts. The MSC Bank will shortlist eligible candidates and conduct interviews of applying eligible candidates only for the post applied on the basis of the information furnished in the application form and if it is found that any information furnished in the application form is false/incorrect or if according to the Bank the candidate does not satisfy the eligibility criteria for the post, his/her candidature shall be cancelled and he/she shall not be allowed to appear for the interview.
2. Mode of application: Candidates are required to go through the Bank's website <https://www.mscbank.com/careers>. Download application form **Annexure-1** and send the filled application by Post / Speed Post / Courier. No other mode for submission of the application form shall be allowed. Self-attested photocopies of supporting documents should be enclosed with the application form.
3. Help Facility: In case candidates face any difficulty in filling up the Application form, or have any queries they can contact on Telephone No. 022-69801182/84.

Detailed advertisement –

The Maharashtra State Co-operative Bank Limited is inviting applications for appointment of "OFFICER ON SPECIAL DUTY" on contractual basis for 03 years from retired senior management cadre officers of DCC Banks through interview. Interested and eligible candidates are required to download the Application form **Annexure-1** from the Bank's website and send it by Post/ Speed Post / Courier.

Designation

Officer on special duty-- 01 Post.

Eligibility Criteria for the post are as follows:

1. Educational Qualification :

- Graduate in any discipline with minimum First Class.
- Additional qualifications such as JAIIB/ CAIIB shall be preferred.
- Candidates with Chartered Accountant (CA) qualification shall be preferred.

2. Age Limit : : Not more than 62 years of age as on the date of advertisement.

3. Experience :

- Should be a retired senior level management Officer from a District Central Cooperative Bank.
- Candidates should well – versed in working of DCCBs ,advance banking techniques and be competent in today's competitive banking scenarios. As well as he / she should know recent Banking and be conversant with Information Technology.
- The candidate is required to work in line with the Bank's progress by increasing the Bank's business following the policies and guideline of RBI & NABARD.
- Candidates must have knowledge in co-operative structural finance.

4. Scope of work :

- To manage the work of Central Financing Agencies Department and to improve the performance of Bank and expected to perform as per the tasks assigned by the Bank management from time to time.
- To overseas the financial health of District Central Co-op. Bank for various loan purposes.

5. Other information :

1. **Emoluments:** Approximately Rs. 85,000/- per month. (Pay scale shall not be a constraint for deserving candidates.)
2. **Contract period** - Will be appointed for three year contractual basis.
3. **Languages :**

Knowledge of (Marathi / Hindi / English) languages Spoken/Written is essential.

6. Selection process :

Bank will short list eligible candidates then the appointment of the candidates will be done on the basis of interview.

7. How to Apply :

Bank's official website is: <https://www.msccbank.com/careers>

Candidates are required go through the website www.msccbank.com. Download the application form **Annexure-1**. The applicants are required to submit only single application in the format specified in **Annexure-1** by post. **Self-attested photocopies of supporting documents should be enclosed with the application form.**

8. Submission of Application form:

Application form should be submitted in sealed cover by **by Post / Speed Post / Courier**. No other mode for submission of the application form shall be allowed.

Super-scribed as Application for "Officer on special duty".

To,

The Managing Director,

The Maharashtra State Co-operative Bank Ltd., Mumbai,

Sir Vithaldas Thackersey Smurthi Bhavan,

9, Maharashtra Chamber of Commerce Lane,

Fort, Mumbai – 400 001.

Post Box No-472.

Last date of Submission :

The Application should reach the Bank on or before 24.08.2022 up to 5.15 p.m.

Date of interview will be communicated to short listed candidates accordingly.

9. GENERAL INSTRUCTIONS :-

1. Bank does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of or for any reason.
2. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to their selection shall be considered as disqualification.
3. In all matters regarding eligibility, interviews, assessment, prescribing minimum qualifying, etc. standards in interview, in relation to number of vacancies and communication of result, etc. the Bank's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
4. Please note that Corrigendum, if any, issued on the above advertisement, will be published only on the Bank's website <https://www.msccb.com/careers>.
5. Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai only.

Date :- 04.08.2022

Place :- Mumbai

Sd/-
(Dr. Ajit R. Deshmukh)
Managing Director

The Maharashtra State Cooperative Bank Ltd.,
(Incorporating the Vidarbha Cooperative Bank Ltd.)
Scheduled Bank

Affix recent passport sized
photograph and sign
across.
**Do not pin/staple the
photo.**

**Application for "Officer on special duty" from retired senior management
cadre officers of DCC Banks.**

1. Full Name :
2. Date of Birth :
3. Gender : Male Female
4. Age as on 30.06.2022, ___ Years ___ Month
5. Residential Address :
-
-
- Pin Code No.
6. E-mail ID :
7. Telephone No/ Mobile No. :
8. PAN No. :
9. Aadhar No. :

10. Educational Qualifications :

Qualification	University	Year of Passing	% of Marks

Note- Please enclose self-attested photocopies of relevant qualification certificates along with the application form.

11. Additional / Professional qualification:

Professional Qualification	Year of Passing
JAIIB / CAIIB	
Diploma in Cooperative Business Management	
Diploma of Cooperative Management	
LLB / LLM	
Others	

Note- Please enclose self-attested photocopies of relevant qualification certificates along with the application form.

12. Work Experience:

Employer	Designation	Date of Joining	Date of Resignation (Exit)	Portfolio handled	Level of Management

Note- Please enclose self-attested photocopies of relevant experience certificates along with the application form.

13. Achievements:

: Sr. No.	Particulars	Award/Certificate/Scholarship	Proficiency in Games/Sports	Proficiency in literary work/art/culture

14. Reference of two important Bankers/professionals / government officials:

Particulars	Reference 1	Reference 2
Full Name		
Designation		
Organisation		
Official Address		
Email Id		
Telephone/Mobile No.		
Aadhar / PAN		

15. List of photocopies of self-attested documents enclosed with the application form

Annexure-1.

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____

Declaration

I hereby declare that all the above information is true and correct and I will abide by the decisions of the Bank in respect of all matter pertaining to this appointment.

Signature of Applicant.

