



**Zonal Office: Bank of India,  
Financial Inclusion Department,  
Vidarbha Zonal Office,  
1<sup>st</sup> Floor, Bank of India building,  
Opp. Mahavir Udyan, Ramnagar, Wardha-442001  
Tel:-07152-245354**

**Email: [Vidarbha.FI@bankofindia.co.in](mailto:Vidarbha.FI@bankofindia.co.in)**

**Date: 18.07.2024**

**DETAIL TERMS AND CONDITIONS  
FOR ENGAGEMENT OF FACULTY FOR  
RSETI WARDHA.**

For engagement of **Faculty (One Faculty at RSETI Wardha)** on **contractual basis** initially for Two years period. Provision for further renewal subject to satisfactory performance/conduct/behavior, and for a maximum period of 5 years only. The following terms and conditions to be read and followed by the applicant:

**Eligibility:**

- Minimum Graduation from any stream.
- Should have a flair for teaching and possess sound computer knowledge.
- Excellent communication skill in the local language, essential fluency in Hindi and English would be an added qualification.
- Should be proficient in MS Office (Word, Excel, Power point)
- Applicant should be resident of district (local) where RSETI is situated.

**Experience Desirable:**

- 2 yrs. Experience as in house faculty or visiting faculty.

**How to apply:**

- Application should be submitted in Bank's prescribed format available in our Website with necessary documents.

**Age Criteria:**

- Min 25 years Max 65 years subject to physical fitness.

**Selection Procedure:**

- The selection is based on performance in the written test and personal interview. Minimum qualifying marks in the written test and personal interview will be 50% in each parameter. Decision of the Bank in this regard will be final.



Classification: Internal

**Contract Period:**

- The candidate shall be engaged on **contractual basis** initially for **Two years period**, and provision for further renewal based on the satisfactory performance conduct / behavior and for a maximum period of 5 years at Bank's sole discretion in terms of extant policies and rules. The contract may be terminated by either side by giving one month's notice.

**Remuneration:**

- The remuneration will be Rs.20,000/- per month.

**Actual travelling expenses:**

- Maximum Rs.250/- per diem for taking on the job training wherever required at site, other than the institute, to be approved by RSETI IN Charge/Director based on the reasonability of the same.

**Leave:**

- 12 days in a calendar year to be availed with prior approval of RSETI director, maximum 4 days on each occasion.
- There is no provision for encashment of leave even after exit of the Office Assistant on any reason/ground. No leave can be accumulated at the end of the calendar year, the leave would lapse.

**Exit Policy:**

- One month's notice from either side.

**Last date for submission of application is 02/08/2024**

The date of written test and interview will be decided with due consultation with higher authorities and committee for the same.

**Note:-** Bank reserves the right to remove the Faculty any time even before the expiry period of the contract in case his performance is not up to the Bank's expectation or otherwise too.

Bank also reserve the right to alter , modify or change the eligibility criteria and/or any of other terms and conditions spelt out in this advertisement , including criteria for passing/method and procedure for selection.

Only those candidates who have met with eligible criteria and who are shortlisted for appearing for written test and then after for personal interview will be intimated either by email (online) or by speed post or by register post at the address or email address as the case may be, furnished by them in the application form.

The Bank takes no responsibility for any delay in receipt or loss in postal transit of call letter/intimation.

The partly filled/ incomplete applications will not be considered.

Applicant should not be engaged with any PVT/Govt. organization on full/part time basis/contractual basis, as on the date of acceptance of offer letter, if he/she is selected.



Classification: Internal

Zonal Manager  
Vidarbha Zone



Zonal Office: Bank of India,  
Financial Inclusion Department,  
Vidarbha Zonal Office,  
1<sup>st</sup> Floor, Bank of India building,  
Opp. Mahavir Udyan, Ramnagar, Wardha-442001  
Tel:-07152-245354

Email: [Vidarbha.FI@bankofindia.co.in](mailto:Vidarbha.FI@bankofindia.co.in)

Date: 18.07.2024

## DETAIL TERMS AND CONDITIONS FOR ENGAGEMENT OF ONE POST OF WATCHMAN FOR RSETI CHANDRAPUR.

For engagement of **Two WATCHMAN, Each ONE** at our RSETI, Wardha & Chandrapur on contractual basis initially for two year period. Provision for further renewal subject to satisfactory performance, conduct / behavior at Bank's sole discretion in terms of extant policies and rules. The contract may be terminated by either side by giving one month's notice. The following terms and conditions to be read and followed by the applicant.

### Eligibility for Attendant:

- The applicant should have passed 8<sup>th</sup> class.
- Age limit: minimum 18 years and maximum 65 years.
- Resident of the district where the RSETI located and local/ state rules relating to selection of candidates would prevail.

### How to apply:

- Application should be submitted in Bank's prescribed format available in our Website.

### Selection Procedure:

- The selection is based on performance in the interview. Minimum qualifying marks in the interview will be 50% (50 out of 100 marks). Decision of the Bank in this regard will be final.

### Contract Period:

- The candidate shall be engaged on **contractual basis** initially for **Two years period**, and provision for further renewal based on the satisfactory performance conduct / behavior at Bank's sole discretion in terms of extant



Classification: Internal



policies and rules. The contract may be terminated by either side by giving one month's notice.

**Remuneration:**

- The remuneration will be Rs.5000/- per month. No other allowances/ reimbursement of expenses will be admissible.

**Leave:**

- 12 days C/L. Maximum 4 days on each occasion.
- There is no encashment of leave even after exit of the attendant for any reason/ground. No leave can be accumulated. At the end of the calendar year, the leave would lapse.

**Exit Policy:**

- One month's notice from either side.

**Last date for submission of application is 02.08.2024.**

The date of interview will be decided with due consultation with higher authorities and committee for the same.

**Note:-** Bank reserves the right to remove the Watchmen Cum Gardener any time even before the expiry period of the contract in case his performance is not up to the Bank's expectation or otherwise too.

Bank also reserve the right to alter , modify or change the eligibility criteria and/or any of other terms and conditions spelt out in this advertisement , including criteria for passing/method and procedure for selection.

Only those candidates who have met with eligible criteria and who are shortlisted for appearing for personal interview will be intimated either by email (online) or by speed post or by register post at the address or email address as the case may be, furnished by them in the application form.

The Bank takes no responsibility for any delay in receipt or loss in postal transit of call letter/intimation.

The partly filled/ incomplete applications will not be considered.

Applicant should not be engaged with any PVT/Govt. organization on full/part time basis/contractual basis, as on the date of acceptance of offer letter, if he/she is selected.



Zonal Manager  
Vidarbha Zone

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

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

**APPLICATION FOR THE POST OF**  
**Faculty/Office Assistant/Attendent/Watchman**  
(Tick Mark on applicable)  
**ON CONTRACT BASIS AT RSETI**  
**Wardha/Chandrapur**(Tick Mark on applicable)

With reference to your insertion in Bank's Website/ News Paper regarding above, I append below following information for your kind perusal and needful. I also enclose self attested papers/documents related to Proof of Identity/Address/Educational Qualification.

For The post Of

01.	Full Name (in Block letters)									
02.	Father's / Husband's Name									
03.	Address (including telephone/mobile No. and e-mail address) where he/she normally resides/will reside and will perform the duties after selection									
04.	Date of Birth									
05.	Age as on 02.08.2024	_____ Years _____ Months								
06.	Category (Strike of which is not applicable)	ST/SC/OBC/GENERAL								
07.	Educational Qualification									
08.	Language known	<table border="1"> <thead> <tr> <th>Can Speak</th> <th>Can Write</th> <th>Can Read</th> <th>Can Understand</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Can Speak	Can Write	Can Read	Can Understand				
Can Speak	Can Write	Can Read	Can Understand							
09.	Declaration	<p>I hereby declare that:</p> <p>i) No case of CBI or other law enforcement agency or any proceedings in any court of law is pending against me and</p> <p>ii) I am physically fit to carry out duties of the Office Assistant including continuous visits of villages and/or other places as per requirement of the Bank. (Please Tick the Post applied for)</p> <p>iii) I have gone through job profile, engagement conditions and remuneration of Office Assistant, and is unconditionally acceptable to me. (Please Tick the Post applied for)</p> <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>								

Place:

Date:

Classification: Internal

Signature: \_\_\_\_\_



**Additional Information** to be submitted in case of application by a retired employee of a Public Sector Bank (Age should not be more than 65 years as on 02.08.2024)

01.	Name of the Bank and Branch/Office wherefrom retired	
02.	Complete address of the Bank's HR Department wherefrom retired with contact No. (In case of Retired Employee)	
03.	Personal No. / PF No. / Personal Identification No. with the previous employer. (In case of Retired Employee)	
04.	Place and Date of Retirement . (In case of Retired Employee)	
05.	Grade/Scale from which retired . (In case of Retired Employee)	
06.	Name and address of the Bank/Branch where terminal benefits settled and/or pension account in existence. (In case of Retired Employee)	
07.	Last three assignments before the retirement of 5 years.	
08.	Declaration	<p>I hereby declare that:</p> <p>i) I retired from the _____ Bank on superannuation/voluntary retirement.</p> <p>ii) No punishment/penalty was inflicted on me during five years of my service in _____ Bank preceding my retirement/VRS.</p> <p>iii) No case of CBI or other law enforcement agency or any proceedings in any court of law is pending against me and</p> <p>iv) I am physically fit to carry out duties of the Office Assistant, RSETI, including continuous visits of villages and/or other places as per requirement of the Bank.</p> <p>v) I have gone through job profile, engagement conditions and remuneration of Faculty/Office Assistant/Attendent/Watchman (Tick Mark on applicable) RSETI and is unconditionally acceptable to me.</p> <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>
09.	Certificate of the employer Bank enclosed : YES / NO	

Signature of Shri/ Smt. \_\_\_\_\_

VERIFIED \_\_\_\_\_

(Signature of the authorized Bank official of Bank Branch where proceeds of terminal benefits of the applicant credited/pension being paid)

Classification: Internal





APPLICATION FOR THE POST OF  
FACULTY/OFFICE ASSISTANT/ATTENDANT/WATCHMAN AT  
RSETI-WARDHA & CHANDRAPUR  
(RURAL SELF EMPLOYMENT TRAINING INSTITUTE)  
ON CONTRACT BASIS IN BANK OF INDIA

CERTIFICATE OF THE EMPLOYER BANK

(In case of application by a retired employee of a Public Sector 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..... 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 or Head Office of the employer Bank)



बैंक ऑफ इंडिया,  
वित्तीय समावेशन विभाग,  
विदर्भ आंचलिक कार्यालय,  
प्रथम तल, बैंक ऑफ इंडिया भवन, महावीर  
उद्यान के सामने, रामनगर, वर्धा-442001  
दूरभाष: -07152-245354

### पाहिजेत

स्टार स्वरोजगार प्रशिक्षण संस्थान (आरसेटी - बैंक ऑफ इंडिया पुरस्कृत) अनुबंध तत्वावर खालील पदांसाठी अर्ज मागवित आहे.

आरसेटी	संकाय	कार्यालय सहाय्यक (ऑफीस असिस्टंट)	परिचर (अटेंडंट)	चौकीदार
वर्धा	1	0	0	1
चंद्रपुर	0	0	0	1
पात्रता	पदवीधर	लेखाकार्य मूलभूत माहितीसह पदवीधर	दहावी पास	आठवी पास

या पदांसाठी वर्धा व चंद्रपुर जिल्ह्यातील रहिवासी असणा-या योग्य उमेदवारांकडून अनुक्रमे आरसेटी वर्धा व चंद्रपुर करीता.

अधिक माहिती, जाहिरात, सर्व पदांचे निर्धारित अर्ज तसेच नियम व अटींसाठी आमच्या बँकेच्या [www.bankofindia.com](http://www.bankofindia.com) या संकेतस्थळावर भेट द्यावी. या संकेतस्थळावर दि. 19.07.2024 ते दि.02.08.2024 पर्यंतच अर्ज उपलब्ध राहतील. निर्धारित अर्ज सर्व कागदपत्रांसह, कार्यालयीन वेळेत आमच्या कार्यालयात दि.02.08.2024 अखेर पोहचवावेत.

अन्य संबंधीत कार्यालये/शाखा येथे सादर केलेले/प्राप्त झालेले अर्ज विचारात घेतले जाणार नाहीत. कोणत्याही व्यक्तीला व इतर दुस-या संस्थेला अर्ज विकणे, स्वीकारणे इ.चा अधिकार दिलेला नाही. अर्ज डाउनलोड करण्यासाठी आमच्या बँकेच्या संकेतस्थळाचाच वापर करणे.  
बैंक ऑफ इंडिया कोणतीही पूर्वसूचना न देता ही जाहिरात रद्द करणे बाबतचे आपले अधिकार सुरक्षित ठेवत आहे.

झोनल मॅनेजर  
बैंक ऑफ इंडिया  
विदर्भ आंचल





## REQUIRES

**Star Swarojgar Prashikshan Sansthan (RSETI – Sponsored by Bank of India)**  
inviting applications for following posts on Contractual Basis only.

Rseti	Faculty	Office Assistant	Attendant	Watchman
Wardha	1	0	0	1
Chandrapur	0	0	0	1
Eligibility Criteria	Graduation	Graduate with basic knowledge of accounts	10 <sup>th</sup> Pass	8 <sup>th</sup> Pass

From eligible candidates preferably resident of Wardha District for RSETI, Wardha & resident of Chandrapur District for RSETI, Chandrapur.

For additional information, advertisement, prescribed application form of all posts and for Terms & Conditions, kindly visit our Bank Website [www.bankofindia.com](http://www.bankofindia.com)  
Application forms will be available on Bank's Website from 19.07.2024 to 02.08.2024.

**Last Date** for submission of applications in prescribed form along with documents to our Office during office hours is **02.08.2024**.

The applications submitted/received at any other related office / Branch will not be entertained.

No any person or Office has been authorized to sale / accept the applications etc. To download the application form, use only Bank of India's Website.

Bank of India reserves the rights to accept or reject this advertisement without assessing any reason.

**ZONAL MANAGER**  
Bank Of India  
Vidarbha Zone



बैंक ऑफ इंडिया  
**Bank of India BOI**  
 Financial Inclusion Department,  
 ZONAL OFFICE, Vidarbha

Date:18.07.2024

Bank of India, Zonal Office, Vidarbha invites applications for 1 Faculty, 1 Watchman in RSETI Wardha & 1 Watchman in RSETI, Chandrapur on Contact basis for two years.

Name of post	Age	Eligibility	Posts	Salary
Faculty	Min 25 Yrs. And Maximum 65 years.	Graduation	01	Rs 20,000/- per month
Watchman	Min 18 Yrs. And Maximum 65 years.	8 <sup>th</sup> Pass	02	Rs 5,000/- per month

**Selection Procedure:-** Candidate has to clear following criteria

Sr. no.	Criteria	Faculty	watchman
1.	Written Test	Yes	No
2.	Personal Interview	Yes	Yes
3.	Demonstration / Presentation	No	No

The candidate shall be engaged on contract basis for the period of 2 years. Renewal may be considered at banks sole discretion in terms of extent policies and rules. Decision of the bank in this regards will be final. Application form with detailed notification is available in our Website [www.bankofindia.co.in](http://www.bankofindia.co.in) under head "CAREER". The duly completed application form should reach us at below mentioned address in a closed cover by 05.00 p.m. on or before **02.08.2024**. Please Note that Bank of India reserves the right to cancel/ postpone the advertisement /selection process without any prior Notice.

**Postal Address**

Bank of India,  
 Financial Inclusion Department,  
 Vidarbha Zonal Office, 1<sup>st</sup> Floor, Bank of India  
 building, Opp. Mahavir Udyan, Ramnagar,  
 Wardha-442001  
 Tel:-07152-245354



Zonal Manager,  
 Vidarbha Zone

बैंक ऑफ़ इंडिया **BOI**   
 Bank of India  
 वित्तीय समावेशन विभाग,  
 अंचलिक कार्यालय, विदर्भ

दि. 18.07.2024

बैंक ऑफ़ इंडिया, अंचलिक कार्यालय, विदर्भ, दो साल के लिए अनुबंध आधार पर आर.से.टी., वर्धा एवं आर.से.टी., चंद्रपुर में 1 स्टाफ, 2 सुरक्षा गार्ड के लिए आवेदन आमंत्रित करता है।

पद का नाम	आयु	पात्रता	पद संख्या	वेतन
स्टाफ	कम से कम 25 वर्ष। और अधिकतम 65 वर्ष।	स्नातक पास।	1	रू. 20,000 / - प्रति माह
सुरक्षा गार्ड	कम से कम 18 वर्ष। और अधिकतम 65 वर्ष।	आठवीं कक्षा पास।	02	रू. 8,000 / - प्रति माह

योग्यता, अनुभव, आवेदन पत्र और अन्य शर्तों का विवरण बैंक की वेब साइट [www.bankofindia.co.in](http://www.bankofindia.co.in) पर उल्लिखित है

चयन प्रक्रिया: - उम्मीदवार को निम्नलिखित मानदंडों को स्पष्ट करना होगा।

अ क्र	मानदंड	स्टाफ	सुरक्षा गार्ड
1.	लिखित परीक्षा	हाँ	नहीं
2.	व्यक्तिगत साक्षात्कार	हाँ	हाँ
3.	प्रदर्शन	नहीं	नहीं

उम्मीदवार को दो साल की अवधि के लिए अनुबंध के आधार पर लगाया जाएगा। विस्तार की नीतियों और नियमों के संदर्भ में बैंक के विवेकाधीन नवीनकरण पर बैंक का निर्णय अंतिम माना जाएगा। विस्तृत अधिसूचना के साथ आवेदन पत्र हमारी वेबसाइट [www.bankofindia.co.in](http://www.bankofindia.co.in) पर CAREER विकल्प में उपलब्ध है। विधिवत पूरा किया गया आवेदन पत्र हमें निचे दिए गए पते पर दि. 02/07/2024 तक शाम के 04.00 बजे से पहले बंद लिफाफे में मिल जाना चाहिए। कृपया ध्यान दे की बैंक ऑफ़ इंडिया बिना किसी पूर्व सूचना के विज्ञापन / चयन प्रक्रिया को रद्द / स्थगित करने का अधिकार सुरक्षित रखता है।

डाक पता बैंक ऑफ़ इंडिया, वित्तीय समावेशन विभाग, विदर्भ आंचलिक कार्यालय, प्रथम तल, बैंक ऑफ़ इंडिया भवन, महावीर उद्यान के सामने, रामनगर, वर्धा- 442001 दूरभाष: -07152-245354
---



अंचलिक प्रबंधक,  
बैंक ऑफ़ इंडिया, विदर्भ अंचल