



Human Capital Management (Recruitment & Promotion) Central Office

Engagement of Retired Chief Manager (Specialist) of Central Bank of India - Scale IV in Central Bank of India on Contractual Basis at Central Office, Mumbai as an Advisor to MD & CEO Secretariat Office.

Opening Date of Applications	19.04.2024
Last Date Of Receipt Of Applications	23.04.2024
Tentative Date of Interview	26.04.2024

Central Bank of India, a leading Public Sector Bank, with Pan India Branch Network of nearly 4500 plus branches, with total business of more than Rs. 6,00,000/- crore and driven by talented work force of 31000 plus employees, is looking for engaging of Retired Chief Manager –Scale IV (**Specialist**) on contractual basis from Central Bank of India at Central Office, Mumbai as an Advisor to MD & CEO Secretariat Office having knowledge of handling Secretariat as per details hereunder:

Vacancy at	Post	No. of Vacancy of Retiree					
		SC	ST	OBC	EWS	GEN	Total
Central Office, Mumbai	Advisor	0	0	0	0	1	1

The details are given below:

AGE & ELIGIBILITY

1. The Officer who retired/shall be retired on or before 01.05.2024 from **Central Bank of India's Service** as a **Chief Manager** on attaining superannuation at the age of 60 years.
2. The retired officer in Chief Manager Cadre should have knowledge of handling Secretariat.
3. 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. The Officer must not have been named in the ODI List during five years of his service in the Bank preceding his retirement. Also, the retired Officer should not have any crime record.
4. Officer who has opted for voluntary retirement/ resigned/ suspended/ dismissed/ terminated/left the Bank otherwise before superannuation are **not eligible** for consideration for engagement.
5. The retired officer should be of sound health.
6. The retired officer should not be more than 63 years of age at the time of engagement as on 01.05.2024.



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CONTRACT PERIOD :

- i. The term of engagement shall be for an initial period not exceeding one year.
- ii. The contract may be extended based on review of the task and performance of the contractual retired officer and need of the Bank, provided in no case shall it be extended beyond the age of 65 years.
- iii. The agreement for engagement shall stand terminated on attaining the age of 65 years.
- iv. 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 :

- a. The engagement of Retired Chief Manager in the Bank shall not be considered as a case of re-employment in the Bank.
 - b. 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.
 - c. 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.
 - d. The Retired Officer needs to give a 30 days notice in case of pre mature termination of contract of engagement.
- ❖ 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 willfully 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.

FIXED MONTHLY REMUNERATION/OTHER ALLOWANCES:

The monthly remuneration/other allowances shall be decided by the Bank.

LEAVE:

- a. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service.



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- b. The leave will be carried over to the next month subject to maximum of 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.
- c. No remuneration for the period of absence in excess of admissible leave will be paid.
- d. The retired officer shall not claim of leave as a matter of right.

OFFICE TIMINGS AND WORKING DAYS:

The retired Chief Manager on contractual engagement will follow the working hours as applicable to Officers of our 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.

ROLES AND RESPONSIBILITIES:

Roles and responsibilities will be defined by Bank and will be communicated in the engagement/employment letter to the selected member. Periodic Performance evaluation will be carried out and the same is to be considered while renewing the contract, if renewal is required. Other than specified functions/ departments any other work can also be allotted which is deemed fit for the role/ position.

REPORTING:

In charge of Secretariat of MD & CEO office will be reporting authority for such engaged retired Chief Manager and will be responsible for deployment and monitoring of his/her functions on a monthly basis.

SELECTION PROCEDURE :

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

SUBMISSION OF APPLICATION:

The last date to submit applications is **23.04.2024**. 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, **Super scribed as “Application for Engaging of Retired Chief Manager (Specialist) of Central Bank of India on Contractual Basis”.**



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

**General Manager,
HCM Department,
Central Bank of India,
17th Floor, Central Office,
Chandermukhi, Nariman Point,
Mumbai 400021.**

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 FEE : Nil

EXECUTION OF AGREEMENT FOR CONTRACTUAL ENGAGEMENT:

The Retired Chief Manager so selected will execute a stamped 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:

- 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 engagement 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.

Central Office: 17th Floor, Chandermukhi Building Nariman Point Mumbai 400021

Contact Nos: 022-66387878;66387891;66387892

www.centralbankofindia.co.in



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- b) Mere submission 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.
- c) Not more than one application should be submitted by any candidate. Multiple Applications/Registrations will be summarily rejected.
- d) 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/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 in this behalf.
- e) A recent, recognizable color passport size photograph should be firmly pasted on the application form and duly signed across by the candidate.
- f) 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.
- g) No Travelling Allowance is payable to candidates who are called for the interview.
- h) The Bank takes no responsibility for any delay /non-receipt or loss of any communication.
- i) 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 at Mumbai.
- j) Request for change of contact no./address/ email ID/ interview center will not be entertained.
- k) In case any dispute arises on account of interpretation of version other than English, English version will prevail.
- l) Engagement of retired officers is subject to their being declared medically fit as per the requirements of the Bank. Such appointment will also be subject to Rules & Policies of the Bank.



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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 authorized Bank's website <http://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: 18th April, 2024

GENERAL MANAGER-HCM