



TRIPURA STATE CO-OPERATIVE BANK LIMITED

(A Schedule Bank)

HEAD OFFICE :: AGARTALA :: TRIPURA
Post Office Chowmuhani, , Agartala

Dial:- 0381-232-4011/5936/ 3929
West Tripura, PIN-799001.
Mail: tripurascbtld@gmail.com

FAX :- 0381-232-3144.
Visit us : .tscbank.nic.in
Date-15/03/2024

Recruitment Rules for the post of General Manager (GM) in TSCB Ltd.

Sl No	Particulars	Criteria
1	Name of Post	General Manager (Credit & Recovery)
2	Number of Post	1 (One)
3	Classification	General Manager, Group-A
4	Scale of Pay	Monthly contractual pay of Rs.70,000/=.Contractual period for one year which may be extended by the BOD
5	Whether selection post or Non-selection post	Not Applicable
6	Age limit for direct recruitment	Age of the candidate should be 40 years to 67 years as on 31/12/2023
7	Educational Qualification and other Qualification required essential	<p>1) Graduate in any discipline with Computer Knowledge.</p> <p>Essential:-</p> <p>2) Senior Officer at least Scale-IV rank with 15 years of Banking experience out of which 5 years as Manager/ Senior Manager/Chief Manager in the Advance Department in controlling Office/Divisional Office/Regional Office/Branch Office of SBI/Nationalised Bank & RRB.</p> <p><u>In case of non availability of suitable candidate Selection may be made from Bank or Financial Institution with 10 years of banking experience.</u></p> <p><u>The selection Committee should undertake a process of due diligence in respect of the candidate, relying on information to be obtained from him/her as per Annex II, before appointment.</u></p>
8	Tenure of appointment	One (1) year
9	Other facilities	As per admissibility.
10	Applicability of Service & conduct Rules	As per decision & approval of the Board of Directors of the Bank
11	Method of recruitment	Direct recruitment by selection committee constituted by Board of Directors (BOD) .



General conditions:-

1. ***The application should be submitted in the prescribed format only.***
2. Candidates working in Government / Public Sector Undertakings / Autonomous Organizations / Co-operatives should apply through proper channel along with recommendation and the application should be reached before the date of interview. However, the candidate may submit advanced copy of application along with all the requirements on or before the **last date i.e. 15.04.2024.**
3. ***Applications not complying with the prescribed format, conditions of Age, Qualifications, Experience, employer recommendations etc., will be summarily rejected.***
4. A recent passport size photo is to be pasted on the application in the space provided.
5. Application should be accompanied by attested true copies of certificates pertaining to proof of date of birth, qualifications, experience and other credentials.
6. ***Format of Application along with the general conditions can be downloaded from the Bank's website--www.tscbank.nic.in***
7. Interested candidates may submit their application form, in the prescribed format, enclosing all supporting relevant documents and testimonials along with a latest self-attested passport size photo in closed envelope addressed super scribed as "**Application for the post of GM of TSCB Ltd**" to →

The Managing Director, The Tripura State Co-operative Bank Ltd, Head Office,(1st Floor),
Post Office Chowmohani, Agartala, West Tripura,799001,
Or
**scanned copy of duly filled in application form can also be sent to the email ID-
md@tscb.co.in,(CC- chairman@tscb.co.in) subject to the condition that hard copy of application
along with requisite documents/testimonials should be reached on or before 15.04.2024.**
8. **The last date for receipt of applications by TSCB LTd, HO , Agartala, is 15.04.2024 upto 05.00 PM.**
9. **Date of interview – To be notified later on.**
10. **Bank has right to withdraw/cancel the recruitment process of General Manager at any point of time even after interview process due to non availability of suitable candidate.**

Date:- 15.03.2024

Enclosed:- Format for application.


Managing Director
Tripura State Cooperative Bank Ltd.,
Head Office, Agartala, Tripura.



APPLICATION FOR THE POST OF
GENERAL MANAGER (CREDIT & RECOVERY)

THE TRIPURA STATE COOPERATIVE BANK LTD, AGARTALA, TRIPURA

Recent Passport
size photo (self-
attested) to be
affixed

1.	Name in Full (in block letters)	
2.	Father's / Husband's name	
3.	Date of Birth & Age (years & months)	
	<i>(Should not be above 67 years as on—31/12/2023)</i>	
4.	Place of Birth (Village/Town & District)	
5.	Nationality	
6.	Permanent Address	
7.	Telephone Nos.	Residence :
8.	E-mail ID	Mobile :
9.	Address for Communication	
10.	Permanent Account No. issued by income Tax Dept.	
11.	Disciplinary Proceedings faced, if any, during the entire service	



12. EDUCATIONAL / PROFESSIONAL QUALIFICATIONS:

Qualification	Board / University	Year	% of Marks & class	Subject/ Specialization
SSC				
Intermediate				
Graduation				
Post-Graduation				
PROFESSIONAL:				

13. JOB EXPERIENCE:

* The candidate shall furnish the data of his/her experience in banking sector from the beginning of his/her career as Officer, till the present position, retired/ Officers superannuation letter resigned shall furnish a copy of reliving orders.

Post Held	Period of service		Name of the Institution/ Organization with full address	IBA Scale I/II/III/ IV	Nature of Duties, in brief
	From	To			



14. Relevant relationship	
a.	List of relatives if any who are connected with the Bank (TSCB Ltd).
b.	List of entities if any in which he/she is considered as interested.
c.	Fund and non-fund facilities, if any, presently availed by him/her and /or from entities listed at 'b' above.
d.	Cases, if any, where the candidate or entities listed in 'b' above are in default or have been in default in the last five years in respect of credit facilities obtained from the Bank or any other Bank.
15. PROCEEDINGS, IF ANY, AGAINST THE CANDIDATE.	
a.	If the candidate is a member of a professional association/body, details of disciplinary action, if any, pending or commenced or resulting in conviction in the past against him/her or whether he/she has been banned from entry into any professional occupation at any time.
b.	Details of prosecution, if any pending or commenced or resulting in conviction in the past against the candidate and/or against any of the entities listed in 15(b) for violation of economic laws and regulations
c.	Details of criminal prosecution, if any pending or commenced or resulting in conviction in the last five years against the candidate.
d.	Has the candidate or any of the entities at 15 (b) been subject to any investigation at the instance of Government Department or agency?
e.	Has the candidate at any time been found guilty of violation of rules/regulation/legislative requirements by Customs/Excise/Income Tax/ Foreign Exchange/ Other Revenue Authorities, if so, give particulars
f.	Any other explanation/information considered relevant for judging fit and proper criteria.



16. References:

Sl. No.	Name & Designation	Address	Mobile number
01			
02			

DECLARATION

I, _____, S/o _____ declare that, the information given in this application is true and correct to the best of my knowledge and belief, true and complete. I also fully understand that, if at any stage, it is found that any attempt has been made by me willfully to conceal or misrepresent the facts, my candidature may be rejected and terminated from the employment. I undertake to keep the Bank fully informed, as soon as possible, of all events, which take place subsequent to my appointment, which are relevant to the information provided above.

Date:

Signature of the applicant

Place:

RECOMMENDATION OF THE EMPLOYER

(In case of in service employee)

The application of Sri _____, S/o _____ working as _____, in our organization, who has applied for the post of MD of The Tripura State Cooperative Bank Ltd., (TSCB Ltd), is herewith recommended for consideration.

The applicant has not faced any disciplinary proceedings/no disciplinary cases are pending against him/her.

The details furnished by Sri _____ in his/her application have been verified with his/her personal record and found correct.

Date:

(Signature of the Employer)

Place:

Designation and seal

