

**The Maharashtra State Cooperative Bank Ltd  
(Incorporating The Vidarbha Cooperative Bank Ltd)  
Scheduled Bank**

**Recruitment of Specialist Officers on Contract basis**

The Maharashtra State Co-operative Bank Ltd., (MSC Bank) an Apex Co-operative Bank, in the state of Maharashtra, established in the year 1911. The bank is operating through its Head office at Mumbai, 6 Regional Offices and 48 branches in Maharashtra. The Bank invites on line application for appointment of specialist officers on contract basis. Individuals fulfilling prescribed eligibility criteria posted on banks website ([www.mscbank.com](http://www.mscbank.com)) may send their application through email to [chairman@mscbank.com](mailto:chairman@mscbank.com).

**IMPORTANT INSTRUCTIONS**

**1. Candidates to ensure their eligibility for the post:**

Before applying, candidates should ensure that they fulfill eligibility criteria for posts advertised on the MSC Bank Website ([www.mscbank.com](http://www.mscbank.com)). The MSC Bank would conduct interviews of only eligible candidates applying for said post on the basis of the information furnished in the application and shall determine their eligibility only at the final stage i.e. interview stage. If at that stage, it is found that any information furnished in the application is false/ incorrect or if according to the Bank, the candidate does not satisfy the eligibility criteria for the post, his/ her candidature will be cancelled and he/she will not be allowed to appear for interview.

**2. Mode of application:**

Candidates are required go through the Bank's website [www.mscbank.com](http://www.mscbank.com) and send their application in the format specified in Appendix-I to [chairman@mscbank.com](mailto:chairman@mscbank.com). No other mode for submission of the application.

**3. Important Dates:**

Events	Important Dates
Opening date for application	05-Feb-2018
Last date for receipt of application	20-Feb-2018

**4. Help Facility:**

In case of any problem in filling up the form, or queries if any, interested candidates may write to [queries@mscbank.com](mailto:queries@mscbank.com).

**DETAILED NOTICE**

**1. The Maharashtra State Cooperative Bank Ltd; invites applications from eligible candidates for following posts:**

<b>Sr No</b>	<b>Discipline</b>	<b>Educational Qualification</b>	<b>Work Experience (as on 01-Feb-2018)</b>	<b>Period of Contract</b>	<b>Place of Posting</b>
1	Legal / Recovery	LLB / LLM	Minimum 7 years of Legal Practice in District court / Co-operative Court / high court or Minimum 7 years of work experience in legal department of bank.  Preference will be given to candidates with work experience in legal / recovery department of bank	Initially for 1 Year.  Renewable based on yearly performance appraisal	Head Office, Mumbai / Regional Offices
2	Accounting & Financial Management	Chartered Accountant  Preference for candidates with additional qualification as ICWA / CS	Minimum 5 years Practicing as Chartered Accountant.  Preference will be given to candidates with work experience in bank in any of the following disciplines  i) Inspection & Auditing  ii) Accounts finalization  ii) Financial Management & appraisal  iv) Taxation	Initially for 1 Year.  Renewable based on yearly performance appraisal	Head Office, Mumbai
3	Treasury	Post Graduate in any discipline	Minimum 7 years of experience as Treasury Head / Chief Dealer in any of nationalized / private bank.  Preference for candidates with Diploma in Treasury Management / Investment & Risk Management	Initially for 1 Year.  Renewable based on yearly performance appraisal	Head Office, Mumbai
4	Training Advisor	Post Graduate in any discipline	Minimum 10 years of Experience in nationalized / private bank / Financial Institution.  Preference for candidates with at least 5 years of work experience as Faculty / Trainer in Institutions like RBI / NABARD / Co-operative Banks / Public Sector Banks/ Private Sector Banks/ Financial Institutions.	Initially for 1 Year.  Renewable based on yearly performance appraisal	Head Office, Mumbai

**2.** Preference will be given to candidates having following additional qualification /experience.

- a) CAIIB
- b) GDC&A/Diploma in Cooperative Banking
- c) Diploma in Cooperative Business Management / Experience in Cooperative Management
- d) IT experience in Banking
- e) Good communication skills – oral and written, good management skills.
- f). Knowledge in Marathi is essential

**3. Age :** No Age Restriction. Candidates in service, / Retired employees, practicing professional fulfilling eligibility criteria can apply.

**4. Selection Procedure:**

Selection will be through interview only. A preliminary screening of applications by Screening Committee will be carried out for shortlisting of eligible candidates to be called for the interview.

**5. Nature of appointment:**

Selected candidates will be initially on contract basis for a period of one year and renewable based on yearly performance appraisal.

**6) Compensation:** Compensation will be negotiated.

**HOW TO APPLY**

a. Candidates should go through the banks website [www.msrbank.com](http://www.msrbank.com), for instructions for filling up the applications and submit only single application in the format specified in Appendix-I and email the same to [chairman@msrbank.com](mailto:chairman@msrbank.com)

b) Candidates are not required to submit any original certificate along with their applications in support of their claims regarding Age, Educational Qualifications, etc. and will be verified at the time of the Interview. On verification at any time before or after the Interview if it is found that they do not fulfil any of the eligibility conditions; their candidature for the interview will be cancelled by the bank.

**LAST DATE OF RECEIPT OF APPLICATIONS:**

The Applications can be sent up to 20<sup>th</sup> Feb 2018 till 12:00 midnight.

**GENERAL INSTRUCTIONS:**

- a. 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 beyond the control of the Bank.
- b. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to their selection/recruitment shall be considered as disqualification.
- c. In all matters regarding eligibility, interviews, assessment, prescribing minimum qualifying standards in interview, in relation to number of vacancies and communication of result, the Banks decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- d. Please note that Corrigendum, if any, issued on the above advertisement, will be published only on the Bank's website [www.msrbank.com](http://www.msrbank.com)
- e. Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai only.

**I/C, Managing Director,  
The Maharashtra State Co-operative Bank Ltd.**

# Application for the post of Specialist Officers on Contract basis in The Maharashtra State Cooperative Bank Ltd:

1. Full Name : \_\_\_\_\_  
2. Father Name : \_\_\_\_\_  
3. Date of Birth : \_\_\_\_\_

Age as on 1 Feb. 2018 : ----Years ----Months ---Days

4. Residential Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Pin code: \_\_\_\_\_

5. Email ID : \_\_\_\_\_  
6. Telephone/mobile : \_\_\_\_\_  
7. Permanent Account Number(PAN): \_\_\_\_\_  
8. Aadhar No. : \_\_\_\_\_  
9. Educational qualification: (Starting from HSC)

Qualification	Board / University	Year of passing	% of Marks

10. Additional/professional qualification: (pl. tick mark at appropriate column)

<b>Professional qualification</b>	<b>Year of passing</b>
CAIIB / GDCA	
Diploma in Cooperative Business Management	
IT experience in Banking	
Diploma of cooperative Management	
Others	

11. Work experience

<b>Name of Employer</b>	<b>Designation</b>	<b>Date of joining</b>	<b>Portfolio handled</b>

12. Other Achievements

13. References of two important bankers/professional/government officials:

<b>Particulars</b>	<b>Reference 1</b>	<b>Reference 2</b>
Full Name		
Designation		
Organisation		
Official address		
Email ID		
Contact Details		

Declaration

I hereby declare that all the above information is true and correct.