



Zonal Office: Bokaro Zone, E-17, First Floor, City Centre, Sector-4, B.S.City, Bokaro (Jharkhand) - 827004

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Date: 08.03.2017

DETAIL TERMS AND CONDITIONS FOR APPOINTMENT OF OFFICE ATTENDANT IN RSETI GIRIDIH

For engagement of Attendant the following terms and conditions to be read and followed by the applicant.

Eligibility for Attendant

- Should be a Matriculate.
- Candidate should preferably be resident of District where the RSETI is located and the local / State rule relating to selection of candidates would prevail.
- The appointment to be confirmed by LAC during its meeting.

How to apply:

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

(Annex 1- For All Applicants, Annx-2 & Annx-3 additionally for retired employees of PSU banks)

No of Posts:

One Attendant at RSETI Giridih on contractual basis for **TWO YEARS period**. Provision for further renewal based on the satisfactory performance/conduct/ behavior and for a minimum Period of 5 years subject to maximum age of 65 years. The contract may be terminated by either side by giving one month's notice.

Age Criteria:

Min 18 years and Max 65 years subject to physical fitness.

Selection Procedure:

All candidates applying for the above post will have to clear:-

• **Personal Interview:** - to assess communication ability, leadership quality, attitude, problem solving ability and ability to get along with the trainees development approach.

Remuneration:

The remuneration will be Rs. 8000/- per month.

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 faculty on any reason/ground. No leave can be accumulated at the end of the calendar year, the leave would lapse.

Last date for submission of application is 31-03-2017.

The date of Personal Interview will be decided with due consultation with higher authorities and Committee for the same.

**Zonal Manager
Bokaro Zone**