



THE CITIZENS' CO-OPERATIVE BANK LTD.,

ADMINISTRATIVE OFFICE; 68 -B/D GANDHI NAGAR , JAMMU.

Web Site: www.citizenscooperativebankjammu.com

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APPLICATIONS INVITED FOR THE POSITION OF MANAGING DIRECTOR

The Citizens' Cooperative Bank Ltd., Jammu, the largest Urban Cooperative Bank of Union Territory of Jammu & Kashmir blends traditional values and modern technology in its services, has its Registered Head Office at Gandhi Nagar, Jammu. Now the Bank is looking for a MANAGING DIRECTOR to discharge function and duties as CEO of the Bank. Aspirant/candidate must have leadership qualities with exceptional abilities/skill to steer the bank towards the path of accelerated growth thereby creating overall values to all its stakeholders.

Functions of Managing Director :

The Managing Director shall be under the general superintendence, direction and control of the BoD and exercise such powers and discharge such functions as may be delegated by the BoD. He/ she shall be an ex-officio member of the BoD and also the BoM.

Eligibility Criteria:

The person shall be a graduate with

(a) CAIIB / DBF / Diploma in Co-operative Business Management or equivalent qualification; or

(b) Chartered / Cost Accountant; or

(c) Post graduate in any discipline.

ii) The person may preferably not be less than 35 years of age at the time of appointment.

iii) The person shall have at least 8 years' work experience at the middle / senior level in the banking sector.

Mode of Selection:

(a) Screening of candidates will be done by conducting personal interview.

(b) Candidates will be called for Personal Interview (Date of Interview and Venue will be informed by the Bank to the individual candidates through registered e-mail only).

How to Apply:

(a) Candidates are required to apply by e-mail or by sending his/her resume along with latest colour photograph by registered post / courier at below noted address:

**The Chairman
The Citizens Cooperative Bank Ltd., Jammu
68 B/D Gandhi Nagar, Jammu (J&K) – 180004**

- (b) Candidate should ensure that their personal email ID (as specified in the application form) and mobile number is kept active. Bank may send call letters for interview to the **registered e-mail ID** only.
- © **Candidate has to submit his/her detailed resume along with two references(Name,Parentage and detail of present profile) and Declaration-cum-Undertaking (as per attached format)**

Emoluments:-

The selected candidate will be appointed on probation for a period of three months and will be given Rs.75000/- as consolidated stipend along with other perks like conveyance etc. as per rules of the Bank. After successful completion of probation period he/she will be reguarised in the Pay scale of Rs.28660-680/4-31380 along with other perks like conveyance etc. as per rules of the Bank.

General Instructions :

- (a) Before applying for the post, the candidate should ensure that he/she fulfills the eligibility and other norms mentioned in this advertisement. Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which scrutiny of such eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of Personal Interview, selection and any other matter relating to recruitment will be final and binding on the candidate. **No correspondence or personal enquiries shall be entertained by the bank in this behalf.**
- (b) Mere invitation by the Bank for the Personal Interview shall not imply that the Bank has been satisfied beyond doubt about the candidate's eligibility. Candidates who do not satisfy the eligibility criteria and who do not produce originals of all the documents along with photocopies required to be submitted and as advised in this notification as well as in the Interview call letter, for any reason, whatsoever, shall not be permitted to participate in the Personal Interview.
- (c) Mere eligibility will not vest any right on the candidate for being called for Interview. Bank's decision in the matter of selection will be final. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.
- (d) Eligible candidates will be called for Personal Interview and they should appear for interview at their own expenses/cost at places / dates notified by the Bank.
- (e) Decision of the Bank in all matters relating to recruitment will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the Bank in this behalf.

- (f) Appointment of selected candidates is subject to his/her being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the Service & Conduct Rules of the Bank and "Fit and Proper" Criteria of RBI.
- (g) Only J&K UT domicile can apply.
- (h) Any resulting dispute arising out of this advertisement including the recruitment process shall be subject to the sole jurisdiction of the courts situated in Jammu.
