

**ADVERTISEMENT**  
**APPOINTMENT OF BUSINESS CORRESPONDENT SUPERVISOR ON CONTRACT BASIS**

Bank of Baroda, A Government of India Enterprise, invites offline applications from interested candidates for appointment of BUSINESS CORRESPONDENT SUPERVISOR on contract basis for GUWAHATI REGION in the state of Assam.

**1. Eligibility Criteria**

**a) For Retired Bank Employees:**

- i. Retired Officers (including voluntarily retired) of any bank (PSU/RRB/Private Banks/Co-operative Banks) upto the Rank of Chief Manager / equivalent may be appointed for the purpose.
- ii. Retired clerks and equivalent of Bank of Baroda having passed JAIIB with a good track record.
- iii. All Applicants should have rural banking experience at least 3 years.
- iv. The maximum age for continuation of BC supervisors will be 65 years.

**b) For Young Candidates:**

- i. Minimum qualification should be graduate with Computer knowledge (MS Office, email, Internet etc.), however qualification like M.Sc (IT)/ BE(IT)/ MCA/MBA will be given preference.
- ii. Should be in the age group of 21-45 years at the time of appointment.
- iii. The maximum age for continuation of BC supervisors will be 65 years.

<b>No of Vacancies</b>	1 (ONE)	
<b>Location</b>	<b>Kokrajhar, Goalpara and Dhubri</b>	
<b>Monthly Remuneration</b>	Fixed Component	Variable Component
	Rs. 15,000/-	Rs. 10,000/-
<b>Monthly Conveyance Allowances</b>	Rs. 2000/- (subject to conditions)	
<b>Monthly Mobile Expenses</b>	Rs. 200/- (fixed)	

\*\*Total monthly payment is be subject to TDS deduction

For full details visit our Bank's web site [www.bankofbaroda.com](http://www.bankofbaroda.com)

Last date of submission of application: 15/05/2024

Address for sending application:

**The Assistant General Manager, Bank of Baroda, Guwahati Region, GS Road, Bhangagarh,  
1<sup>st</sup> Floor, Dist- Kamrup (M), Assam, India**

DATE: 25/04/2024

**REGIONAL MANAGER  
GUWAHATI REGION**

**NOTICE INVITING APPLICATIONS FOR POST OF BUSINESS CORRESPONDENT  
SUPERVISORS ON CONTRACTUAL BASIS**

Bank of Baroda invites application for the post of Business Correspondent Supervisors on Contractual Basis in Nagaon, Morigaon & Hojain District under Guwahati Region.

Duly filled & signed application shall be submitted to the address:-

**ADDRESS**

**To  
The Asst. General Manager  
Bank of Baroda,  
Regional Office  
G.S Road, Bhangagarh, Guwahati  
781005, District Kamrup(M),  
Assam, India**

The application form should be submitted in hard copy to the Regional Office either through speed post/ registered post/courier or in person. The last date/time of submission of duly filled application is 15.05.2024/5:00 pm. Applications received after last date and time shall be summarily rejected. The Regional Office will thoroughly scrutinize the application forms and based on the eligibility of the candidates, will shortlist them for interview process. The Regional Office will send intimation to the short listed candidates about the date, time and venue for interview through e-mail or through hard copy.

Bank reserves the rights to reject any/all the applications/ offers at any stage without assigning any reason whatsoever in the interest of the Bank.

**Settlement of Dispute:**

All disputes and differences of any kind whatsoever arising of or in connection with the contract whether during or after completion of contract shall be deemed to have arisen at Guwahati Region and only court in Guwahati shall have jurisdiction to determine the same.

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BASIS**

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**2. Geographical location of the candidates**

- i. The candidates should be selected from the same District where they will be assigned to function and if suitable candidates are not available in the same district, the candidates may be selected from the adjoining districts. Candidate should be proficient in local language & dialect both reading and writing. Under no circumstances the candidates will be selected from other states.
- ii. Applicants should be willing and in a position to visit villages in the district for supervision and other activities as and when assigned on periodic intervals.
- iii. Should have accommodation near the nodal branch and not in any case outside the district for which selection is to be made.

**3. Selection and Approval of BC Supervisor**

The selection will be held through an interview process.

**4. Period of Contract**

The contract will be initially for a period of 36 months subject to annual review.

**5. Remuneration**

Monthly remuneration of BC Supervisor shall comprise both **fixed and variable** components.

Fixed Component	Variable Component
Rs. 15,000/-	Rs. 10,000/-

The evaluation of the BC supervisors will be carried out based on their performance on these parameters on monthly basis and accordingly **variable** remuneration will be paid to BC supervisors.

## **6. Payment of allowances**

Each BC Supervisor is paid conveyance allowance of Rs.2000/ per month (Fixed) subject to fulfilment of conditions.

Each BC Supervisor is paid Mobile Expenses of Rs.200/ per month (Fixed).

**N.B.- Monthly payment is subject to TDS deduction**

## **7. IIBF – BC certification**

BC supervisors need to obtain IIBF BC certification within 2 months from the date of joining. Bank shall reimburse the registration fee one time upon completing the course. (Presently Rs 800/- is the registration fee per candidate) Upon non- compliance:

- i. From 3<sup>rd</sup> month to 6<sup>th</sup> month, Rs 1000/- will be deducted from the fixed component.
- ii. From 7<sup>th</sup> to 12<sup>th</sup> Month, Rs 2000 will be deducted from the fixed component.
- iii. After 12 months, the contract will not be renewed.  
(Retired Bank staffs who already have completed JAIB/CAIB are excluded from IIBF BC certification)

**Application for the Business Correspondent Supervisor**

To  
 The Regional Manager  
 Bank of Baroda  
 \_\_\_\_\_ Region

Affix  
 Photograph

With reference to your advertisement dated \_\_\_\_\_, I submit my application and details for the assignment of Business Correspondent Supervisor as given below:

1	NAME (IN FULL)		
2	FATHER'S/HUSBAND'S NAME		
3	GENDER (MALE/FEMALE)		
4	DATE OF BIRTH		
5	ADDRESS	CURRENT	
		PERMANENT	
6	CONTACT DETAILS	MOBILE NO	
		E-MAIL ID	

<u>7</u>	EDUCATIONAL QUALIFICATION					
<u>8</u>	DISABILITY, IF ANY (YES/NO)					
<u>9</u>	PREVIOUS EXPERIENCE					
	Sl.No	Name of Organization	Designation	From	To	Responsibilities
<u>10</u>	NAME & ADDRESS OF TWO REFERENCE					
<u>11</u>	PREFERRED DISTRICTS FOR WORKING		Preference 1	Preference 2	Preference 3	
<u>12</u>	ANY OTHER INFORMATION THE APPLICANT WISHES TO GIVE IN SUPPORT OF HIS/HER CANDIDATURE					

**DECLARATION**

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief and I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements

of the relative advertisement, my candidature/engagement for the said post is liable to be cancelled/disengaged at any stage. I will not claim any employment in the bank, based on this engagement.

I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and/or out of the content of the advertisement will be instituted by me only at Vadodara and Courts/tribunals/forums at Vadodara will have jurisdiction to try the same. I undertake to abide by all the terms and conditions mentioned in the advertisement dated .....

Place :

Date :

(Signature of Applicant)

**Enclosure:**

1. Copy of Aadhaar Card & PAN Card.
2. Copy of document with current Address (applicable if current address is different from Aadhaar)
3. Copy of 10th, 12th, Graduation and Post-Graduation Certificates (as applicable)
4. Copy of employment proof in the previous organization.