



The Assam Co-operative Apex Bank Ltd.

Advertisement for the post of Manager/ Branch Manager in the Bank under Officer Grade-D

The Assam Co-operative Apex Bank Ltd., the largest Bank in the North East Region operating in the State of Assam invites Application for recruitment for the Post of Manager/ Branch Manager in the Bank under Officer Grade-D to augment staff strength and to drive the business of the Bank. The candidates must fulfill the following eligibility criteria.

Post	No. of vacancy	Educational Qualification	Experience	Age limit as on the date of Advertisement
Manager/ Branch Manager under Officer Grade-D <u>Emoluments:</u> <u>Scale of Pay:</u> Rs.36,220.00- Rs.86,200.00 <u>Grade Pay:</u> Rs.9,100.00 Officials will also be eligible for DA, HRA. Medical Allowance etc. as admissible.	10	Graduate with minimum 50% marks or Post Graduate in any discipline preferably CAIIB or C.A., MBA, ICWAI, I.C.S.I.	5 years experience in Banking in Officers/ Executive Grade.	Minimum 28 years Maximum 35 years In case of candidates belonging to reserved category, the age limit will be relaxed as per rules followed by the State Govt.

Note: Reservation of Post for SC & ST is as per Govt. Rules.

Selection Process: The Applicants whose Application is received in time will be shortlisted as per the eligibility criteria & will be intimated individually about the selection process.

Application Fee (non-refundable): The Application form should be accompanied by a Demand Draft or Pay order of **Rs.600/- (Rupees six hundred) only** in favour of “ The Assam Co-operative Apex Bank Ltd.” payable at Guwahati. Application Forms not accompanied by application fees in the form of Demand Draft or Pay order will be rejected.

Mode of Application: Offline Mode.

How to Apply:

- i. Candidates complying with the above criteria may apply by downloading the Application form from the Bank’s website **www.apexbankassam.com**
- ii. The Application form needs to be filled up in capital letters and duly signed by the Applicant.
- iii. 1(one) copy of recent passport size photograph should be pasted on the application in the space specified with signature across it and 1(one) copy should be enclosed.
- iv. Applications must be accompanied by self attested copies of educational qualifications from H.S.L.C. onwards both pass certificate & marksheets, experience certificate, Age certificate, certificate of computer efficiency and other qualifications etc.

v. Application forms accompanied by necessary enclosures have to be sent by Registered / Speed Post/ Hand Delivery only in a sealed envelop superscribed with “Post applied for (Name of the Post)” to the following address:

**The Managing Director
The Assam Co-operative Apex Bank Ltd.
H.O., Panbazar, H.B. Road,
Guwahati-781001, Kamrup (M), Assam**

vi. Selected candidates will be required to produce a valid discharge certificate from the present employer before joining the service (In case of in-service candidates).

General Conditions:

- i. The Applicant must be Indian National.
- ii. Candidates who are in Service must apply through proper channel.
- iii. Candidature of an Applicant may be rejected at any stage if his/ her certificates/ testimonials etc. are not found to be in order or as per Bank’s requirement.
- iv. Application received after the last date of submission will neither be entertained nor returned.
- v. Candidates will not be admissible for Traveling Allowance (TA) for appearing in the Written Test/ Interview.

Important Dates: The Application must reach the Office of the Managing Director of the Bank by 5.00 P.M. on 13.08.2019.

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Managing Director