

ELLAQUAI DEHATI BANK
HEAD OFFICE: SIR SYED MARKET WAZIR BAGH SRINAGAR – 190008
(PH. No.7298000370 / 9419095976, e-mail iaedbsgr@gmail.com)

**APPLICATION FORM FOR APPOINTMENT OF INSPECTING OFFICIALS/
AUDITORS ON CONTRACTUAL BASIS FOR CONDUCTING INTERNAL AUDIT OF
BRANCHES IN KASHMIR DIVISION**

Name of the applicant: _____

Parentage: _____

(Space for photo)

Permanent and complete residential address:

Date of Birth: / / 19

Age: _____

Contact No. _____ Email ID: _____

Academic qualifications:

| Examination passed | Year of passing | Grade | Board / University |
|--------------------|-----------------|-------|--------------------|
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Professional qualifications or experience (in No. of years):

I declare that the above given information is true and correct to the best of my knowledge and belief and in case any of the above information is found false, the bank shall be at liberty to cancel my nomination for the said appointment.

The following self attested copies of certificates / testimonials are enclosed.

1. Date of Birth (Matric)
2. Academic Qualifications
3. Work experience and other testimonials
4. Address proof and photo identity.

Signature of the applicant

Date:

Appointment of Inspecting Officials/Internal Auditors

Applications are invited for the post of Inspecting Officials/Auditors on the following eligibility criteria:

1. Candidates are required to have possessed Graduate/ Post Graduate degree from a UGC Recognized University.
2. Candidate should have been retired on VRS or on attaining Superannuation as MMGS-III or above of any Public Sector Bank/Private Sector Bank/RRB with minimum 20 years of Service of which at least 10 years in Officers Cadre.
3. He should have unblemished record and possess satisfactory service certificate from the previous employer.
4. Should be resident of the State, preferably of same or nearby district.
5. Age: Minimum 60 years but not more than 65 years. Mandatory to have possessed sound health.

Services Conditions: The Inspecting Officials/Auditors will be appointed on Contract basis for a period of one year. The contract will be renewed for a further period of one year based on the satisfactory performance.

However, Competent Authority will have right to terminate the contract in case of unsatisfactory performance by giving 30 days prior notice. General Manager (GB) will be the Competent Authority for Inspecting Officials.

Selection Procedure: - Candidates will be called for personal interview and the decision of the Bank in this regard shall be final.

Composition of the Selection Committee:

General Manager (GB): Chairman

Sr. Manager (Inspection and Audit): Member

One Officer nominated by the Chairman of the Bank: Member

(Not below the rank of Scale-III officer or equivalent)

Remunerations: The consolidated remuneration amount of Rs.15000/- per month.

Leave Facility: The Inspecting Officials/Auditors will be eligible for 15 days leave in a financial year.

Travelling Expenses/ Halting Allowance: Reimbursement of TA/HA for the post shall be made as per the prevailing rates in the bank for the contractual post.