

Engagement of Faculty & Office Assistant on Contract Basis at RSETI Hazaribagh

IMPORTANT: Last date for receipt of application -15/12/2022

Objective of RSETI:

To identify, orient, motive and assist unemployed youth to undergo free residential training as RSETI to take up self-employment / wages employment activities in Rural/Urban areas.

The most competent candidate's requirement of One Faculty and Office Assistant in RSETI Hazaribagh, required One Faculty & one Office Assistant in RSETI Hazaribagh, on contract, the contract will be valid for a period of Three years, Subject to annual review and renewal. Desirable age for all outsourced positions is 22-40 years.

Sn	Position	Qualification & other Requirements
01	Faculty	<ul style="list-style-type: none"> ➤ Shall be a Graduate/ Post Graduate viz. MSW/MA in Rural Development /MA in Sociology / Psychology/Bsc (Veterinary), B.Sc. (Horticulture), B.Sc (Agri), B.Sc (Agri,Marketing) / B.A with B.Ed. etc. ➤ Shall have a flair for teaching and possess sound Computer Knowledge. ➤ Excellent communication skills in the local language essential, fluency in English and Hind will be an added advantage. ➤ Skills in Typing in Local Language essential. ➤ Typing Skills in Hindi / English typing, an added advantage. ➤ Previous experience as Faculty preferred
02	Office Assistant	<ul style="list-style-type: none"> ➤ Shall be a Graduate viz. BSW/BA/B.com/ with computer knowledge ➤ Knowledge in Basic Accounting is a preferred qualification ➤ Shall be fluent in spoken and written local language. ➤ Fluency in Hindi/English would be an added qualification. ➤ Shall be proficient in MS Office (Word and Excel). Tally & Internet ➤ Skills in typing in local language is essential, typing skills in English an added advantage.

Sn	Position Category	Salary Structure				
		Salary/PM	Increment (preceding years consolidated salary)	Fixed Travelling Allowance /PM	Medical allowance /per annum	Halting Allowance
01	Faculty	20000	10%	1500(Max) 500(Declaration basis)	3000	150(4Hrs) 300 (*Hrs)
02	Office Assistant	12000	10%	1000(Max) 500 (Declaration basis)	2500	100(4Hrs) 300 (*Hrs)

आरबीडी एवं एफआई विभाग
RBD & FI Department

अंचल कार्यालय, राँची
ZONAL OFFICE RANCHI

Sn	Position	Selection process
01	Faculty	Written Test Personal Interview Demonstration/Presentation
02	Office Assistant	Written Test Personal Interview

The Application forms can be obtained in physical form from the Indian Bank RSETI Hazaibagh Plot No 607, Near to Nilambar –Pitamber Chwok, Sadanand Marg, Saketpuri, and Hazaribagh 825301 from 05/12/2022 to 15/12/2022. Last date of submission of Application is 15/12/2022 till 5:00PM and the duly filled in application are to be submitted in prescribed format in following address:- **Indian Bank Zonal Office, Ranchi, 4thFloor, S.P.G.Mart, Bahu Bazar, Ranchi, Jharkhand 834001**

Date of Written Test as on: 20/12/2022

Result declaration as on: 27/12/2022

Application are to be submitted in Cover system consisting of Application in sealed covers.

Incomplete Application /Late Applications not in the form specified are liable to be rejected.

The bank reserves the right to reject any or all offers without assigning any reasons whatsoever.

Application from agents/brokers will not be accepted.

Contact Details:- 06546291020 / 9601297693

For more details visit our website: www.indianbank.in/career

चतुर्थ तल, एसपीजी मार्ट, बहू बाजार, इंडियन बैंक, अंचल कार्यालय, राँची, झारखण्ड 834001
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