



# **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.

<b>Post</b>	<b>No. of vacancy</b>	<b>Educational Qualification</b>	<b>Experience</b>	<b>Age limit as on the date of Advertisement</b>
Manager/ Branch Manager under Officer Grade-D <b>Emoluments:</b>  <b>Scale of Pay:</b> Rs.36,220.00- Rs.86,200.00  <b>Grade Pay:</b> Rs.9,100.00  <b>Officials will also be eligible for DA, HRA. Medical Allowance etc. as admissible.</b>	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.	<b>Minimum 28 years</b> <b>Maximum 35 years</b>  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.

-Sd-

**Managing Director**