

**THE MEGHALAYA CO-OPERATIVE APEX BANK LTD**

**Head Office : : Mahatma Gandhi Road,  
Shillong – 793001, Meghalaya**

**16<sup>th</sup> June, 2016**

**Advertisement**

The Meghalaya Co-operative Apex Bank Ltd, Head Office, Shillong invites applications for two posts of Resource Persons on a fixed pay of Rs.25,000/- (Rupees twenty five thousand) only per month for the Primary Agricultural Cooperative Societies Development Cell (PDC) set up at the Bank. **The posts are purely temporary / contractual in nature.**

Applications on plain paper containing the candidate's bio-data as per the format attached along with self-attested copies of documents in support of age, educational qualifications, work experience, etc., should be submitted so as to reach the Managing Director, Meghalaya Co-operative Apex Bank Ltd., M G Road, Shillong – 793001 **on or before 2<sup>nd</sup> July, 2016.**

**Eligibility Criteria :**

- (i) Academic Qualification: Master in Business Management / Rural Management/ Co-operative Management / Commerce / Agriculture and allied disciplines. This may be relaxed depending upon the experience and ability of the candidate.
- (ii) Essential Minimum Experience: Two to three years' experience in Rural Financial Institutions, NBFCs', MFIs', insurance, sales and retail or in other relevant developmental Institutions.
- (iii) Passion: Should have passion to work with rural communities and make a difference in the lives of the poor.
- (iv) Languages: Should be proficient in at least one of the local languages (Garo, Jaintia, Khasi) and have working knowledge of English.
- (v) Posting: Should be willing to work anywhere in the State of Meghalaya
- (vi) Age: Preferably not more than 62 years of age.
- (vii) Knowledge: Should have sound knowledge of Indian Rural Economy.
- (viii) Travel: Should be willing to travel extensively in the rural areas.
- (ix) Execution of Bond: In case of selection, should be willing to deposit as security an amount equivalent to half months' salary. This amount would be forfeited if the candidate leaves the job, suo moto, before completion of one year or does not

serve notice period of at least three months after submission of resignation in case he / she chooses to resign.

**Applicants should note that:-**

- (i) Of the two posts, preference will be given for a former Bank Officer for one post.
- (ii) It should be clearly understood that the appointments are purely temporary / contractual and may be terminated at any time with one months' notice at the discretion of the Bank.**
- (iii) Applicants who are in service should apply through proper channel. However, they may submit an advance copy of their application but will have to produce requisite NOC in original at the time of interview.
- (iv) The Bank has the right to accept or reject any application without assigning any reason thereof and no further communication in this regard will be entertained.
- (v) Initial appointment is expected to be for a period of upto one year which may be renewed further at the discretion of the Bank for another two years.
- (vi) Terms of appointment may be changed / modified / altered by the Recruitment Committee.

## BIO-DATA

Name in full :  
Post applied for :  
Father's name :  
Category : SC/ST/OBC  
Nationality :  
Date of birth : In DDMMYYYY format.  
Permanent address :  
Present address :  
Mobile :  
Email :

Paste recent colour passport photo and sign across. Photo should have been taken not more than one month ago.

### I. Education:-

<u>Examination Passed</u>	<u>College/School</u>	<u>Year of passing</u>	<u>Board / University/ Institution</u>	<u>Percentage of marks</u>	<u>Division/ Class</u>

### II. Academic Achievements / Awards, if any:-

### III. Work Experience (Latest first as of 16th. June, 2016):-

<u>Employer</u>	<u>Post</u>	<u>Period served</u>		<u>Scale of pay</u>	<u>Nature of work</u>
		<u>Yrs.</u>	<u>Mths.</u>		

### IV. Computer proficiency:-

### V. Languages known:-

Speak:  
Read :  
Write:  
Understand:

### VI. Professional achievements:-

### VII. Other Information:-

Date :  
Place :

Signature of applicant