

**EMPANELMENT OF RETIRED OFFICIALS OF CANARA BANK  
AS TRAINING FACULTY ON CONTRACT BASIS**

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Applications are invited from retired officials in Scale II to VI of Canara Bank for empanelment as Training Faculty on Contract basis.

Please [Click](#) here for full details of the scheme and also Bio-Data-cum-Application format. Interested eligible retired officials should submit the duly completed **Bio-Data-cum-Application Form** to

The General Manager & Chief Learning Officer  
Canara Bank  
Staff Training College  
Dwarakanath Bhavan  
No. 29, K R Road, Basavanagudi  
**Bangalore-560 004.**

The envelope containing the application may be superscribed with “**APPLICATION FOR FACULTY ASSIGNMENT**”. **LAST DATE FOR RECEIPT OF APPLICATION AT STAFF TRAINING COLLEGE IS : 17.12.2016.**

**For clarifications if any please contact**

**Mr.T Gajendra  
Deputy General Manager  
Canara Bank, Staff Training College, Bangalore  
Ph: 080-26629580 / 26620448  
Email: [hostc@canarabank.com](mailto:hostc@canarabank.com) / [gajendrat@canarabank.com](mailto:gajendrat@canarabank.com)**

**Date : 05.12.2016**

**Place : Bangalore**

**General Manager & CLO  
Canara Bank, Staff Training College  
Bangalore**

**TERMS & CONDITIONS FOR EMPANELMENT OF RETIRED OFFICERS  
OF CANARA BANK AS TRAINING FACULTY ON CONTRACT [FOC] BASIS**

<b>SCOPE OF WORK</b>	Faculty for training set-up on contract basis to supplement the Bank's STC/RSTCs
<b>ELIGIBILITY</b>	<ol style="list-style-type: none"> <li>1) The scheme is for retired officers (Scale II to VI) of the Canara Bank for empanelment as Faculty on Contract [FOC] basis.</li> <li>2) Age should not be more than 62 years, as on <b><u>01.01.2017</u></b>.</li> <li>3) Should have good track record and experience of minimum of 20 years of service in our Bank.</li> <li>4) Should have sufficient experience in operational area of Banking business, knowledgeable, having good communication skills and flair for teaching.</li> <li>5) Should possess adequate computer knowledge and should be able to handle computers, power point presentations independently.</li> <li>6) Should have good exposure to Credit / Forex / Risk Management / Technology / Marketing / Branch Banking/Operations / Retail Lending / MSME / Recovery / Agricultural Credit including Financial Inclusion / Liability Management etc., by working in the respective departments either in branches or administrative offices or as a Trainer in these areas.</li> <li>7) Preference will be given to Candidates who have been exposed to conducting training programmes and/or with experience of having worked in Training Setup.</li> <li>8) Candidates should be having sound health and should be able to travel to distant branches/places for conducting On the Job Training/ Locational Training etc., as per need/requirement of the Bank.</li> <li>9) Should not have been imposed with any major penalty during the previous 3 years preceding their retirement.</li> </ol>
<b>NATURE OF EMPANELMENT</b>	Depending upon the suitability of the candidate, his availability/preference and the needs of the Bank the services of the candidate shall be empanelled as training <b><u>Faculty on Contract [FOC] basis</u></b> .

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<b>PERIOD OF CONTRACT</b>	<ol style="list-style-type: none"> <li>1) The period of engagement shall be Initially for a period of one year which can be extendable on annual basis, if found suitable based on their performance/Bank's needs/requirements and at the discretion of the Bank.</li> <li>2) The total period of engagement shall be for a maximum period of 3 years including extensions.</li> <li>3) Engagement can be terminated by either party by giving one month's notice or payment of one month consolidated remuneration.</li> </ol>
<b>REMUNERATION</b>	<ol style="list-style-type: none"> <li>1) Rs.45,000/- per month consolidated, subject to that the empanelled FOC will have to take a minimum of 70 hours of sessions per month.</li> <li>2) Applicable TDS shall be deducted.</li> </ol>
<b>TERMS &amp; CONDITIONS</b>	<ol style="list-style-type: none"> <li>1) The empanelled FOC will have to take a minimum of 70 hours of sessions per month.</li> <li>2) The performance of empanelled FOC entrusted with duties of Faculty shall be reviewed by the Bank on an half-yearly basis as at the end of every September &amp; March. Their overall performance shall be evaluated on an annual basis.</li> <li>3) The empanelled FOC shall be entitled for 12 days casual leave (CL) in a year apart from the declared holidays of the Bank. Any leave availed over and above the permissible CL; the pro-rata amount of remuneration shall be deducted from the monthly consolidated amount.</li> <li>4) In case of exigencies, the candidate should be prepared to undertake Faculty work at any of our RSTCs/STC. In such an eventuality, he/she will be eligible for TA/HA, Lodging as applicable to Scale III officers of the Bank. However, no advance shall be payable.</li> <li>5) No local conveyance shall be paid at Head Quarters i.e., the centre to which the FOC is empanelled.</li> </ol>

**OTHER  
GENERAL  
CONDITIONS**

- 1) Those who are desirous of applying for the assignment, may apply by submitting the prescribed application form given in the Annexure before **17th of December 2016**. Applications received after **17th of December 2016** shall not be entertained.
- 2) Application for empanelment as FOC should be in the prescribed format & it should be submitted to **“The General Manager & Chief Learning Officer, Canara Bank, Staff Training College, Dwarakanath Bhavan, No.29, K R Road, Basavanagudi, Bangalore-560004”**.
- 3) The envelope containing the application may be superscribed with **“APPLICATION FOR FACULTY ASSIGNMENT”**.
- 4) Candidates will be shortlisted for interview by a Committee formed for the purpose. The decision of the Committee to accept or reject any application shall be final.
- 5) The interviews are likely to be held at Bangalore and Gurgaon. The interview dates shall be informed in due course.
- 6) The shortlisted candidates may have to appear for a personal interview at selected centres at their own cost.
- 7) Those found suitable shall be offered engagement on consolidated basis at the respective RSTC /STC.
- 8) All the selected candidates shall sign a contract containing terms and conditions of appointment.
- 9) Selection of candidates for empanelment as FOC will be at the sole discretion of the Bank Management.
- 10) Mere empanelment as FOC does not confer any right for entrustment of Faculty duties and allotment of duties is at the sole discretion of the Bank.
- 11) The empanelled FOC shall not be eligible for any medical reimbursement etc.
- 12) The empanelled FOC shall be accountable for the acts of omission and commission during the course of contract.

**For clarifications if any please contact  
Mr.T Gajendra, Deputy General Manager,  
Canara Bank, Staff Training College, Bangalore.  
Ph: 080-26629580 / 26620448 :: Email: [hostc@canarabank.com](mailto:hostc@canarabank.com)  
[gajendrat@canarabank.com](mailto:gajendrat@canarabank.com)**

**BIO-DATA cum APPLICATION FORMAT**  
**FOR EMPANELMENT AS TRAINING FACULTY ON CONTRACT BASIS**

To  
The General Manager & CLO  
Staff Training College  
Dwarakanath Bhavan  
No.29, K R Road, Basavanagudi  
Bangalore-560004

PASSPORT  
SIZE PHOTO

Sl no	PARTICULARS	DETAILS		
1	Name of the applicant			
2	Staff no.			
3	Address of the applicant			
4	Landline no/s. (with STD code) and mobile no/s.			
5	E-mail address			
6	Native place & State			
7	Date of birth			
8	Age as on <b>01.01.2017</b> (month / years)			
9	Date of appointment in the bank			
10	Date of superannuation / voluntary retirement			
11	Total service (in years)			
12	Designation at the time of retirement			
13	Branch / Office last worked			
14	Experience as faculty (in years)			
15	Details of faculty experience	RSTC/STC	From	To

*contd....2*

SI no	PARTICULARS	DETAILS			
		Branch / Office	Scale	From	To
16	Branches/offices worked during last five (5) years before retirement				
17	Qualification –Academic				
18	Qualification –Professional				
19	Any other Qualification				
20	Languages known	SPEAK	READ	WRITE	
21	Field of expertise ( <i>viz., Credit / Forex / Risk Management / Technology / Marketing / Branch Banking/Operations / Retail Lending / MSME / Recovery / Agricultural Credit including Financial Inclusion / Liability Management etc.</i> )				
22	Please substantiate as to how you consider yourself suitable to take the role of faculty				
23	Whether suffering from any major ailment or has undergone any major surgery.				
24	Whether willing to work as faculty on contract at any other RSTCs, if not, please indicate your preferences	Yes / No  Preference  1.  2.			

SI no	PARTICULARS	DETAILS
25	Whether ready to travel on deputation in case of need?	Yes/No
26	Whether agreed to abide by the rules & regulation specified for the assignment?	Yes/ No
27	Other detail/s if any:	

I confirm that the details/information furnished above are / is true and correct. In case, any details furnished above is found to be incorrect at a later date, the Bank has right to terminate the assignment given, without giving any notice.

Place:

**Signature of the Applicant**

Date:

**LAST DATE FOR RECEIPT OF APPLICATION AT OUR STAFF TRAINING COLLEGE, BANGALORE IS 17.12.2016.**