

## **Canara Financial Advisory Trust**

No.29, KR Road, Dwarakanath Bhavan, 3RD Floor, BASavanagudi, Bengaluru-560004  
E-mail: cfat.bangalore@gmail.com

### **ENGAGEMENT OF MANAGING TRUSTEE FOR CANARA FINANCIAL ADVISORY TRUST (CFAT) ON CONTRACT BASIS**

Canara Financial Advisory Trust (CFAT) invites applications, for engagement of **Managing Trustee on contract basis** for spreading financial literacy through it's Financial literacy centers at various locations,.

**Please read this advertisement carefully and ensure the eligibility before applying**

- 1) Age:** The candidate should not be more than 63 years old as on 30<sup>th</sup> Sep 2015.
- 2) Qualification:** Retired General Manager / Deputy General Manager from Canara Bank.
- 3) Work Experience:** The applicant should necessarily have exposure in rural banking, financial inclusion and financial literacy.
- 4) Number of Posts: One (01)**
- 5) Placement:** The selected applicant will be based at Trust's Head Office at Bangalore.
- 6) Job Profile:** He shall be heading the trust as Managing Trustee and reporting to the Head of PC&FI Wing, Canara Bank, Head Office

#### **The role and responsibilities are as follows:**

- Establishing new Financial Literacy Centers pan India
- Administration & Monitoring the functioning of counselors & financial literacy centers
- Spreading financial literacy
- Conducting financial literacy camps
- Organising capacity building for the counselors of FLCs
- Maintaining rapport with RBI & concerned ministries
- Organising trust meetings and appraising the Bank
- To provide innovative ideas to Canara Bank Management in Financial Literacy
- Create visibility to the financial literacy efforts of the trust.
- To undertake visit to FLCs as per the norms.
- Any other activity relating to financial inclusion & Financial Literacy.

**7) Period of Contract:** The engagement will be purely contractually in nature for a period of three (03) years, or attaining the age of 65 whichever is earlier.

The engagement on contract is for a specified period as stated above, and as such should not be construed as an offer of employment or a regular employment in the Trust.

On completion of the contractual period of 3 years or attaining the age of 65 years whichever is earlier his/her services shall be automatically come to an end, without the need for issuance of communication by the Trust for termination of his/her contract.

The contract of engagement can be terminated at any time by either of the parties by giving one month's clear notice.

**8) Compensation & other Facilities:**

**For a Retired General Manager:**

- Remuneration of Rs.40,000 per month
- Consolidated conveyance of Rs.20,000 per month
- Reimbursement of cell phone charges with a maximum of Rs.1,000 per month on production of bill

**For a Retired Deputy General Manager:**

- Remuneration of Rs.35,000 per month
- Consolidated conveyance of Rs.20,000 per month
- Reimbursement of cell phone charges with a maximum of Rs.1,000 per month on production of bill

**TA/HA Benefits:** In case of travel on outstation duty, he / she shall be eligible for allowance at par with the General Managers in TEG Scale-VII / Deputy General Managers in TEG Scale - VI of the Bank as the case may be in which he/she was retired.

**9) Working Hours:** 10 am to 5pm.

**10) Leave:** The appointed candidate shall be eligible for one day leave per month (12 days leave per year), out of which not more than four days can be taken at a time. However, if his/her absence exceeds one day in a month, proportionate amount shall be deducted for each day of his/her absence over and above the one day permissible leave from the

consolidated payment. Balance of the leave shall not be allowed to be carried over to the next year.

#### **11) Other Terms & Conditions:**

- The terms & conditions of engagement is whole and simple strictly governed by the provisions of the contract and the engagement shall not be construed as an employment in the Bank /Trust and the provisions of PF / Gratuity / Pension etc., shall not apply in this case.
- No other allowance / payment / benefit / facility from the Bank/Trust other than what has been specifically mentioned above, shall be payable.

The Trust also reserves its right to terminate the contract on the grounds of alleged acts, if any observed which is detrimental to the interest of the Trust.

**12) Selection Procedure:** The procedure for engagement of Managing Trustee on contract will be by way of short listing and interview.

- The short-listing and call for interview will be on the basis of the details provided by the candidates in the application & documents submitted along with the application. The Trust would be free to reject the candidature of any candidate at any stage of selection process, if he / she is found to be ineligible and / or furnished incorrect or false information / certificates / documents or has suppressed any material facts.
- ***Final selection will be on the basis of marks secured by the candidate in the interview.***

Trust reserves the right to shortlist requisite number of candidates based on the academic track record of the candidate, experience and suitability of the candidates, as decided by the trust and only those shortlisted candidates will be called for Interview or for any other process as decided by the Trust .

The venue, time & date for Interview centre & address of the venue will be informed to the shortlisted candidates and candidates have to attend for the same at their own cost. The call letter will be sent by email only. Trust will not be responsible for late receipt / non receipt of any communication from the Trust. Hence, candidates are requested to check their email regularly, to keep track of the process.

### **13) How to Apply:**

- Fill the required details in the Application Form and affix a latest Passport size colour photograph.
- Enclose self attested photocopies of documents to the application, to prove the eligibility to the post.
- Send the cover containing application along with relevant documents to “ Canara Financial Advisory Trust, No.29, KR Road, Dwarakanath Bhavan, 3<sup>rd</sup> Floor, Netkalappa Circle, Basavanagudi, Bengaluru-560004, **Karnataka**’ so as to reach at our end on or before 07.11.2015.
- Applications received at our end after the last date will not be considered for the process.

### **14) General Instructions:**

- Incomplete applications / Applications without supporting documents/applications received after the last date date will be rejected outright.
- Decision of the Trust in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to recruitment will be final and binding on the candidate. Further, the Trust reserves right to stall / cancel the recruitment at any stage during the recruitment process at its discretion, which will be final and binding on the candidates.
- No correspondence or personal enquires shall be entertained by the Trust.
- Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Bengaluru.
- Canvassing in any form will be treated as disqualification.

**Candidates in their own interest are advised to submit their applications well in time before the last date for submission. The Trust does not assume any responsibility for late receipt of applications submitted by the candidates/postal delay.**

**Date: 26.10.2015**

**Place: Bengaluru**

**MANAGING TRUSTEE**

**APPLICATION FOR MANAGING TRUSTEE, CANARA FINANCIAL ADVISORY TRUST, BENGALURU**

Recent passport size photo

Sl.No.	Particulars	Details
1	Name and Address	e-mail: Mobile No.:
2	Date of Birth	
3	Age as on 30 <sup>TH</sup> September 2015	
4	Date of Retirement	
5	Qualification	
6	Important Assignment handled	
7.	Retired as	DGM/GM

i am herewith enclose the copies of documents showing my date of birth and proceedings issued by the bank for having attained superannuation .

I hereby declare that the above details furnished by me are correct.

DATE:

SIGNATURE