

	<h1>Telangana State Co-operative Apex Bank Limited</h1> <p>(State Govt. Partnered Scheduled Bank) Troop Bazar, Hyderabad-500 001</p>
	HRD Department :: Ph: 24685559/597 :: url: https://tscab.org

**Notification for the posts of Faculty in TSCAB Cooperative Training Institute
on contractual basis.**

Applications are invited from eligible candidates for filling up the posts of Faculty in TSCAB Cooperative Training Institute (TSCAB-CTI).

I. ELIGIBILITY CRITERIA :

1. Basic Criteria:

Candidate should have worked in AGM & above cadres in TSCAB (OR) in DGM & above cadre in DCCBs in the state of Telangana (OR) in the cadre of Scale-IV (of IBA) and above, in public/private sector banks/Regional Rural Banks.

2. Age:

Candidate shall be 35-62 years as on date of notification.

3. Minimum Educational Qualification:

- a) Graduate with CAIIB/ Diploma in Cooperative Business Management; (or)
- b) Chartered or Cost Accountant; (or)
- c) Post graduate in any discipline;
- d) Preference will be given to the candidates who have passed CTFC certification of C-PEC, BIRD, Lucknow, otherwise, the selected candidate has to necessarily pass the CTFC certification, within a period of one year upon selection.
- e) Applicant must be conversant with the computer/multimedia tools and other state of the art methods of teaching.
- f) Knowledge of Telugu language is essential.

4. Experience:

- i. Atleast 8 (eight) years' work experience in the cadre of Scale II and above (of IBA);
- ii. The candidate should have good exposure in any one or more of areas of specialization viz., IT, Banking, Loaning – Short and Medium credit, Investment credit, Micro finance, accountancy, HR.
- iii. Experience as Faculty is desirable.

5. No. of Vacancies: 03 Vacancies.

II. TERMS & CONDITIONS OF THE APPOINTMENT

- 1. Contract Period:** The period of contractual appointment will be initially for a period of 3 years, subject to review of performance every year.
- 2. Remuneration and other perks & allowances:** Consolidated remuneration of Rs.50,000/- per month + conveyance allowance as decided by TSCAB from time to time.
- 3. Job location:** Place of posting would be at TSCAB CTI, Rajendranagar, Hyderabad. However, Faculty will be required to visit other locations to conduct on-location trainings at DCCBs, PACS, etc., as decided by TSCAB CTI.
- 4.** The term of contractual appointment between the parties can be terminated by giving one month notice on either side.
- 5. Superannuation benefits:** The faculty on contract shall not be entitled to any superannuation benefits viz., Provident Fund, Pension, Gratuity, etc.
- 6. Leaves:** Beside weekly holidays and holidays declared under NI Act, Faculty will be granted Casual leaves upto a maximum of 12 days per calendar year on accrual basis during the contract period.
- 7. General:**
 - a) Candidate who has retired on superannuation/VRS from banking industry having requisite academic and professional qualifications with good communication skills will be preferred.
 - b) Candidate should have retired in AGM & above cadres in TSCAB and in DGM & above cadre in DCCBs in the state of Telangana.

- c) In other Banks, candidates should have retired as Scale-IV (of IBA) Officers and above having at least 8 years of experience in the cadre of Scale-II and above.
- d) Aptitude for teaching.

III. JOB DESCRIPTION:

- ❖ Undertaking Training Needs Analysis.
- ❖ Assisting in preparation of a training plan of Client Institutions as also of the CTI.
- ❖ Specification of training areas for CTI and those for outside training institutions.
- ❖ Identification of levels of trainables.
- ❖ Designing programmes specific for different categories of trainables' in the subject areas and appropriate approvals thereof.
- ❖ Standardisation of Program through C-PEC.
- ❖ Preparation and Announcement of Training Calendar of CTI.
- ❖ Mobilization of Trainables to different programs from various cooperative institutions.
- ❖ In conduct of Training Programs / Courses:-
 - Delineation of Program Objectives, Syllabus and Schedule.
 - Preparation of Session Plan for each session.
 - Preparation of Program Kit.
 - Compilation of Reading / Reference Material.
 - Finalization of Teaching / Training Material : Presentations / Case Studies.
 - Business Games / Management Games / Discussion Notes / CDs or DVDs or other media
 - Taking Sessions.
 - Organizing other Faculty Members / Guest Faculty for various sessions.
 - Facilitating Group Work.
 - Organising Field Visits.
 - Training Assessment and Participants' Feedback.
 - Classroom Management.
 - Program-Specific Library Reference Management.
 - Trainees Management.
 - Post-Programme Documentation, Reporting and Feedback Record.

- Follow-up , if any
- Post-Program Impact Evaluation.
- Financial Management of the program including the budgeting and accounting.
- ❖ Periodic Review and Up-dation of Teaching / Training material and Reading / Reference material.
- ❖ Computer-based data-base management & analysis for programs/seminars etc.
- ❖ Preparation of research / status papers.
- ❖ Organisation of Consultancies and Project Work for Cooperative Institutions.
- ❖ Conduct of Seminars / Workshops on Subjects of Topical Importance in CTI or on sponsorship from StCB or State Cooperative Union or other organisations.
- ❖ Conduct of Exposure Tours of Participants.
- ❖ Visiting Faculty Assignments in other Institutions.
- ❖ Own enrichment by way of attending Training / Seminars / Workshops in other institutions.
- ❖ General Support in administrative and establishment aspects of CTI.

IV. Selection Procedure:

1. The selection of faculty will be done by the Selection Committee through a selection process. Merely satisfying the eligibility norms do not entitle a candidate to be called for Interview. TSCAB reserves the right to call only the requisite number of candidates for the Interview after preliminary screening/ short listing with reference to candidates' qualification, experience, profile vis-a-vis job requirements, etc.
2. All further announcements/ details pertaining to this process will be provided only on the bank's website <https://tscab.org/> from time to time.

V. Application Guidelines:

1. The application fee of Rs. 500/- shall be paid through Demand Draft/Banker's Cheque only in favor of Telangana State Cooperative Apex Bank Ltd., payable at Hyderabad.
2. Interested candidates may submit their application form, in the prescribed format containing passport size photo (application format is available in the Bank's website <https://tscab.org/>), along with documents supporting proof of age, educational qualification, experience, and prescribed fee through Demand Draft/Banker's Cheque on or before **25.02.2022, 5:00 PM.**

3. The application should be addressed to the General Manager (HRD), Telangana State Cooperative Apex Bank Ltd, D.No. 4-1-441, Troop Bazar, Hyderabad – 500 001 and the envelope containing the application should be superscribed “APPLICATION FOR THE POST OF FACULTY ON CONTRACTUAL BASIS FOR TSCAB COOPERATIVE TRAINING INSTITUTE”.

VI. Disclaimer:

In case it is detected at any stage of selection that a candidate does not fulfil the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his /her candidature will automatically stand cancelled. If any of these shortcomings is / are detected even after appointment, his /her services are liable to be terminated.

TSCAB reserves the right to add/delete/modify any of the conditions for selection of faculty for TSCAB-CTI. Decision of TSCAB in all matters regarding eligibility and selection would be final and binding on all candidates. No representation or correspondence will be entertained by TSCAB in this regard.

Date: 09.02.2022

Sd/-

MANAGING DIRECTOR