

**ADVERTISEMENT**

**यूको बैंक**  **UCO BANK**

Zonal Office, 1<sup>st</sup> Floor, 461-Pal Link Road, Jodhpur – 342 008  
दूरभाष. 0291-2633723, 2633541; ईमेल: [zo.jodhpur@ucobank.co.in](mailto:zo.jodhpur@ucobank.co.in)

**APPOINTMENT OF FINANCIAL LITERACY COUNSELLOR**  
**ON CONTRACT BASIS**

UCO Bank, a Government of India Enterprise, invites applications from interested candidates who are retired/ VRS optee not below the rank of a Manager (Scale-2), for appointment as Financial Literacy Counsellor on contract basis at **LDM Office Jodhpur**.

For further details visit our bank's website: [www.ucobank.com](http://www.ucobank.com).

**Last date of submission of application:** 08.09.2023. **Address for submission of application :** UCO Bank Zonal Office, 461 Pal link road Jodhpur Rajasthan -342008.

**Place :** Jodhpur, **Date:** 24-08-2023



**Zonal Manager**

## विज्ञापन

यूको बैंक  UCO BANK

Zonal Office, 1<sup>st</sup> Floor, 461-Pal Link Road, Jodhpur – 342 008  
दूरभाष. 0291-2633723, 2633541; ईमेल: [zo.jodhpur@ucobank.co.in](mailto:zo.jodhpur@ucobank.co.in)

### संविदा के आधार पर वित्तीय साक्षरता परामर्शदाता/सलाहकार की नियुक्ति

यूको बैंक, भारत सरकार का उद्यम, एलडीएम कार्यालय जोधपुर में संविदा के आधार पर वित्तीय साक्षरता परामर्शदाता/सलाहकार के रूप में नियुक्ति के लिए इच्छुक उम्मीदवारों से आवेदन आमंत्रित करता है। सेवानिवृत्त / स्वैच्छिक सेवानिवृत्त अधिकारी जो प्रबंधक (स्केल -2) के पद से नीचे नहीं हैं इस पद के लिए आवेदन कर सकते हैं।

अधिक जानकारी के लिए हमारे बैंक की वेबसाइट देखें: [www.ucobank.com](http://www.ucobank.com)

आवेदन जमा करने की अंतिम तिथि: 08.09.2023, आवेदन जमा करने का पता: यूको बैंक, अंचल कार्यालय, 461 पाल लिंक रोड जोधपुर राजस्थान -342008.

स्थान : जोधपुर, दिनांक : 24-08-2023



अंचल प्रबंधक



**Notice for appointment of FLC Counsellor**

**UCO Bank, a Government of India Enterprises, invites applications from interested candidates who are retired/VRS optee not below the rank of a manager (MMGS-II) with minimum 20 years of service from any nationalized bank/SBI/Pvt. Bank for appointment as Financial Literacy Counsellor on contract basis at Jodhpur district of Rajasthan.**

**A. Criteria for Engagement of FLC Counsellors:**

Sr. No	Particulars	Proposed Criteria
1	Eligibility:	<p><b><u>Qualification:</u></b></p> <ul style="list-style-type: none"><li>i) A graduate degree from recognized University. Preference will be given to officers with rural development background .i.e Agriculture finance Officer/Rural Development Officer, Rural Branch Manager of Bank, Agriculture Officers converted to Mainstream of Banking/Lead District Managers/Faculty members of training centers /college with specialization in Rural Development / or having post graduate degree in the area of Veterinary Science, Sociology, Psychology and Social work.</li><li>ii) Should be well conversant with the <b>local language</b>.</li><li>iii) Should possess flair for teaching and computer knowledge.</li></ul> <p><b><u>Experience :</u></b></p> <ul style="list-style-type: none"><li>i) Shall be an Officer who has retired / Opted for VRS not below the post of <b>Scale-II</b> with minimum 20 years of service in any <b>Nationalized Bank/ SBI Group/ Pvt. Bank</b>.</li><li>ii) He should have worked as Branch Manager/ Agri. Officer in any scale in a rural branch for at least 3 years.</li><li>iii) He should possess satisfactory service certificate from previous employer.</li><li>iv) Should be well conversant with the local language.</li><li>v) Should be resident of the same state, preferably same or nearby district.</li></ul> <p><b><u>Age :</u></b></p> <p>At the time of appointment on contract, candidate will not be more than 62 years.</p>





<p>2</p>	<p><b>Remuneration:</b></p>	<p>A Consolidated remuneration of Rs. <b>25000/-</b> including HA/TA (conveyance expenses) will be paid for hiring services of counsellors for each completed calendar month, of which <b>Rs 5000/-</b> per month towards Mobile ,conveyance etc) for conducting Financial Literacy Camps, subject to the condition that minimum 15 days have to be spent in conducting Financial literacy camp at villages in the district, failing which conveyance expenses @ <b>Rs.200/-</b> per day for actual numbers of days visit to villages will be paid.</p> <p><b>Explanation:</b>if FLC counsellor will go to field for 5 days ,he will get Rs200*5=Rs1000/- and not Rs 5000/-.so the total remuneration will be Rs20000+Rs1000=Rs 21000/-.To get Total remuneration of Rs 25000/-, the FLC counsellor has to spend minimum 15 days in conducting financial literacy camp at villages in the district.</p> <p>FLC Counsellor has to submit monthly visit diary of Financial Literacy Camps to the Lead Bank Manager (LDM). Subsequently, LDM should submit monthly report to Zonal Manager every month before payment of monthly remuneration. Zonal office will release amount of monthly remuneration on verification of monthly visit diary of FLCCs. For a service period of less than one month, the payment will be made on pro-rata basis. <b>Statutory tax deductions will be done as applicable by the paying authority.</b></p>
<p>3</p>	<p><b>Halting/Travelling Allowance while on tour:</b></p>	<p>No separate Halting / Travelling Allowance would be considered for conducting Financial Literacy Camps.</p>
<p>4</p>	<p><b>Discretionary Authority for Engaging FLCCs &amp; Contract Period:</b></p>	<p>MD &amp; CEO or ED will be the competent Authority for selection of FLC counsellors. General Manager will issue Assignment letter to selected candidates for hiring services as FLC Counsellors / renewal of contract.</p> <p>i) Appointment will be on contract basis for a maximum period of <b>3</b> years, with annual review.</p> <p>ii) The contractual engagement is purely on temporary basis. This will not vest any right to claim for regular appointment or for continued contractual appointment.</p> <p>iii) The contract may be terminated with notice of one month from either side. Renewal of contract may be possible at Bank's sole discretion in terms of extant policies and Rules.</p>





5	<b>Key Responsibility Area :</b>	He Would be in charge of a particular FLC and would provide counseling at FLC in accordance with the guidelines of RBI on FLC. He shall report to the concerned Lead District Manager.
6	<b>Roles &amp; Responsibilities:</b>	<ul style="list-style-type: none"> <li>i) Carry on day to day activities of FLCs as per guidelines of RBI (enclosed as <b>Annexure-B</b>)</li> <li>ii) Impart financial literacy in the form of simple messages like why save, why save with banks, why borrow from Banks, etc..</li> <li>iii) to ensure that miss selling of financial products and services does not take place</li> <li>iv) to maintain record in the form of register containing details such as name , gender, age, profession, contact details, whether banked or unbanked, details of services availed and whether linked with banking services</li> <li>v) To arrange gram sabhas/ awareness camps in rural areas</li> <li>vi) Imparting knowledge on various schemes of Govt. of India (like PMJDY, APY, PMSBY, PMJBY and other social security schemes etc.) announced from time to time as per instructions of HO/ ZO/ LDMs.</li> <li>vii) Other responsibilities that may deem fit from time to time.</li> </ul>
7	<b>Reporting Authority:</b>	The selected Counsellors will report to the concerned Lead District Manager and LDM will submit monthly report to Zonal Manager before payment of monthly remuneration.
8	<b>Leave entitlement:</b>	<ul style="list-style-type: none"> <li>i. Casual Leave :- 1 day for every completed month</li> <li>ii. Sick leave : - 15 days full pay for every year. Credit will be given pro-rata Basis on completion of every month.</li> <li>iii. In case of absence from office without valid leave/ leave at credit, prorata deduction from monthly payment shall be made.</li> <li>iv. Un-availed leave cannot be carried forward to next calendar year.</li> <li>v. Bank would be free to terminate the services in case of a counsellor remaining on unauthorized absence for more than 15 days beyond the entitled leave in a calendar year.</li> </ul>
9	<b>Discontinuati</b>	General Managers, ARBD & RRB at HO - If performance is not





<b>on/ Termination of services:</b>	satisfactory and/ or any other reason, bank does not require FLCC services. One month advance notice period is to be issued by bank & vice versa, in case of counsellors quits the job.
---	---

**B. Procedures of engagement for hiring services of FLCCs:**

1. **Mode of Selection:**

Interview

2. **Invitation of Application:**

The model of application format is annexed at **Annexure-D**.

The candidate will be required to take a print out of the application and submit to the Zonal Head under whose jurisdiction the FLC is operationalised / proposed to be operationalised along with required documents/certificates in respect of eligibility criteria, and application fee.

The application duly filled in should be sent to the following address:

**Address:**

**UCO BANK**

**Zonal Office, 461 Pal Link Road,**

**Jodhpur-342008 (Rajasthan)**

- **The last date of submission of application would be 08-09-2023.**

3. **Application Fee:**

The application fee/postages would be: Rs.400/-

The application fee will be by way of Demand Draft drawn in favour of UCO Bank payable at respective Zonal Office.





Annexure-D

**APPLICATION FOR THE POST OF FINANCIAL LITERACY COUNSELLOR  
ON CONTRACTUAL BASIS**

To,  
Circle Head & General Manager,  
UCO Bank  
Circle Office,  
\_\_\_\_\_

Paste Passport  
size Photograph  
Please sign  
across the  
Photograph

Dear Sir,

With reference to your advertisement on Bank's website dated \_\_\_\_\_, I submit my application in prescribed format.

1. NAME (in full)-\_\_\_\_\_

2. ADDRESS FOR CORRESPONDENCE:  
\_\_\_\_\_  
\_\_\_\_\_

3. CATEGORY: \_\_\_\_\_

4. If person with Disability:  
Type of disability:  
Percentage of disability:

5. DATE OF BIRTH (As per School leaving Certificate) :  
Age in completed years as on .../.../.....: \_\_\_\_\_ Years

6. Details of Non refundable Application Fee:  
Name of DD issuing Bank: \_\_\_\_\_ Place of Issue:  
Date of Issue: \_\_\_\_\_ Amount:

7. Contact Details:

MOBILE NO. - \_\_\_\_\_ LANDLINE No. \_\_\_\_\_

E-MAIL ID- \_\_\_\_\_

8. GENDER: \_\_\_\_\_



9. NATIONALITY: \_\_\_\_\_

10. RELIGION: \_\_\_\_\_

11. MARTIAL STATUS: \_\_\_\_\_

12. FATHER's/ Husband's NAME: \_\_\_\_\_

13. PERMANENT ADDRESS: \_\_\_\_\_

14. EDUCATION QUALIFICATION:

Qualification	Details (B.A./B.Sc/ M.A./M.Sc etc.)	Board/ University	Full time/ Part Time	Year of Passing	Subject/ Special ization	Marks (Rank if any)
Graduation						
Post Graduation						
Professional Qualification						
Others/ Computer Knowledge						

15. RELATIVE EXPERIENCE - Total (in years) \_\_\_\_\_

SN	Name of Bank	Designation	Duration		Respon- sibilities	Pay Scale	Extra Ordinary Achievements
			From	To			

16. RETIRED ON VRS/ SUPERANNUATION \_\_\_\_\_

DATE OF RETIREMENT \_\_\_\_\_

TOTAL YEARS OF SERVICE \_\_\_\_\_ years





**यूको बैंक**  
सम्मान आपके विश्वास का



**UCO BANK**  
Honours Your Trust



OUT OF WHICH AS AN OFFICER \_\_\_\_\_ years  
POSITION AT THE TIME OF VRS/ RETIREMENT \_\_\_\_\_  
NO. OF YEARS WORKED AS RURAL BRANCH MANAGER \_\_\_\_\_ years

17. DATE OF ISSUE OF SERVICE CERTIFICATE OF PREVIOUS EMPLOYER \_\_\_\_\_

18. DETAILS OF PRESENT EMPLOYMENT:

- (a) Organisation \_\_\_\_\_
- (b) Full Address: \_\_\_\_\_
- (c) Position: \_\_\_\_\_
- (d) Reporting to: \_\_\_\_\_
- (e) Salary/Compensation presently drawn: \_\_\_\_\_

19. Brief detail of experience in the Bank in respect of working in Rural area /as Rural Development In-charge/ as Faculty/as LDM/ FI, Agriculture at HO, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. Significant Achievement (If Any) in respect of above assignments-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21. Name and addresses of two references-

1) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DECLARATION**





यूको बैंक  
सम्मान आपके विश्वास का



UCO BANK  
Honours Your Trust



I hereby declare that the particulars furnished above are true and correct to the best of knowledge and belief and I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/ appointment for the said post is liable to be cancelled/terminated at any stage and if appointed, my service are liable to be terminated. I am willing to serve anywhere in India. I agree that Bank has right to transfer me to any part of the country at its discretion.

I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and/or out of said advertisement can be instituted by me only at Kolkata and Courts/tribunals/forums at Kolkata undertake to abide by all the terms and conditions mentioned in the advertisement displayed on Banks website dated\_\_\_\_\_.

(Signature of applicant)

Place:\_\_\_\_\_

Date:\_\_\_\_\_

Enclosures:

अंचल कार्यालय, वित्तीय समावेशन विभाग, 461, पाल लिंक रोड, जोधपुर (461, PAL LINK ROAD, JODHPUR)

Phone: 0291-2633542 E-mail: [zjodhpur.fi@ucobank.co.in](mailto:zjodhpur.fi@ucobank.co.in)

Follow UCO Bank on Twitter: [UCOBankOfficial](#); Facebook: [Official.UCOBank](#); Instagram: [Official.ucobank](#)

LinkedIn: [UCO BANK](#); You Tube: [UCO Bank Official](#)

