

## Annexure II

### ENGAGEMENT OF ATTENDANT

#### Eligibility:

- Minimum Matriculate (10<sup>th</sup>).
- Candidate should be resident of local area (within 5 kms radius of district headquarter).

#### Age Criteria:

- Minimum 18 years and maximum 65 years subject to physical fitness.

#### How to apply:

Application should be submitted in Bank's prescribed format available on our Website with supporting documents (Additional information and Employer Certificate will be required only for retired employees of PSU Banks).

#### No. Of Posts:

One Attendant for RSETI Wardha on contractual basis for two years period. Provision for further renewal based on the satisfactory performance/ Conduct/ Behavior and for a maximum period of 5 years subject to maximum age of 65 years.

#### Selection Procedure:

The selection is based on the performance in interview. Decision of the Bank in this regard will be final.

#### Salary/ Remuneration:

Rs.8,000/- per month on contractual basis.

#### Job profile:

Sepoy work, filing of papers, keeping the premises and classroom in clean and hygienic condition besides other duties and instructions being issued from time to time by the Directors/ Faculty.

#### Leave:

- 12 days in calendar year to be availed with prior approval of RSETI Director, maximum 4 days on each occasion.
- There is no provision of encashment of leave even after exit of the Faculty on any reason/ground. No leave can be accumulated at the end of the calendar year, the leave would lapse.

#### Exit policy:

One month's notice from either side.

**Last date for submission of application is 10-06-2019.**

The date of interview will be decided with due consultation with higher authorities and committee for the same.

