



नर्मदा झाबुआ ग्रामीण बैंक

Narmada Jhabua Gramin Bank

(A joint venture of Govt. of India, Bank of India and MP Govt.)

बैंक मित्र के पद पर नियुक्ति हेतु विज्ञप्ति दिनांक 04.12.2015

नर्मदा झाबुआ ग्रामीण बैंक, प्रधान कार्यालय, इन्दौर अनुबंध के आधार पर बैंक के निम्नलिखित 20 बैंक मित्र पदों के लिए योग्य व्यक्तियों से आवेदन-पत्र आमन्त्रित करता है। इच्छुक व्यक्ति संलग्न निर्धारित नियत फार्म में पूर्ण रूप से भरे आवेदन इस प्रकार प्रेषित करें कि निम्नलिखित पते पर दिनांक 15.12.2015 तक अनिवार्यतः प्राप्त हो जावें, दिनांक 15.12.2015 के बाद प्राप्त होने वाले आवेदन पत्रों पर विचार नहीं किया जावेगा :-

Sl	Position Name	Vacancy	Qualification & Experience	Job Description/Responsibilities	Tenure and Remuneration (Monthly)
1	Bank Mitra	(20) Position	12 th Pass / Graduation from recognized university/ school Having 2-3 years of work experience in relevant field is desired. Experience of working in SHG / microfinance program with NGOs / MFIs will be given preference. Minimum age limit is 21 and Maximum age limit is 35 Proficiency in working with MS office is a must.	"Bank Mitra" would assist the existing branch staff in all matters relating to the SHG operations including sourcing, documentation, linkages, monitoring and recovery. "Bank Mitra" will be responsible for linking active SHGs which are not credit linked, and to revive defunct SHG's. "Bank Mitra" will build the capacities of the SHG members in the areas of book keeping, accounting, Bank Linkages, repayment etc. "Bank Mitra" will be responsible for maintaining MIS. data entry related to SHG accounts. Any other SHG related work assigned by Bank.	"Bank Mitra" initially would be appointed for one year and would be reviewed based on the results and achievements. An incentive based compensation structure will be paid with maximum cap of Rs, 10000/- p.m.

निम्नलिखित शाखा मुख्यालयों पर बैंक मित्र कि नियुक्त किया जाना है:-

S.NO.	DISTRICT	BRANCHES	S.NO.	DISTRICT	BRANCHES
01.	DHAR	BADNAWAR	02.	KHARGONE	BHAGWANPURA
	DHAR	DHAMNOD		KHARGONE	BHIKLHANGOAN
	DHAR	GHATTABILLOD		KHARGONE	MADLESHWAR
	DHAR	KARODKALA		KHARGONE	SANAWAD
	DHAR	KUKSHI		KHARGONE	ZIRNIYA
	DHAR	MANAWAR	03.	JHABHUA	MEGHNAGAR
	DHAR	NALCHHA		JHABHUA	RAIPURIYA
	DHAR	NISARPUR		JHABHUA	RAMBHAPUR
	DHAR	RAJGARH		JHABHUA	RANAPUR
	DHAR	TRIMARTI ,DHAR		JHABHUA	THADALA

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Head Office: Second Floor, Arcade Silver, Near 56 Shops, New Palasia, Indore (M.P.) 452001

Email- njgbhoindore@yahoo.com, Website : www.njgb.in

Phone: 0731-2549053/54/55. Fax 0731-2432432. Toll Free No. 1800 233 6295



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कृपया नोट करें कि उपरोक्त पद पूर्ण रूप से अनुबंध के आधार पर भरे जाएंगे एवं नियुक्त व्यक्तियों को कार्य विस्तार उनके कार्य की समीक्षा के आधार पर निश्चित अंतराल पर दी जाएगी। नियुक्ति बैंक के नियम एवं शर्तों के आधार पर की जाएगी। उपरोक्त पदों के लिए आवेदन पत्र हमारी वेबसाईट से प्राप्त किए जा सकते हैं पूर्ण रूप से भरे आवेदन हमारे प्रधान कार्यालय इन्दौर में दिनांक **15.12.2015** तक जमा किए जा सकते हैं। प्रारम्भिक जांच के बाद उपयुक्त पाए गए आवेदकों को व्यक्तिगत साक्षात्कार के लिए हमारे बैंक के प्रधान कार्यालय में बुलाया जाएगा। साक्षात्कार की दिनांक पृथक से हमारी वेबसाईट पर सूचित की जावेगी। कृपया नोट करें कि नर्मदा झाबुआ ग्रामीण बैंक बिना किसी पूर्व सूचना के इस विज्ञापन को रद्द करने का अधिकार सुरक्षित रखता है।

दिनांक:- 04.12.2015

21/12/2015
महाप्रबन्धक

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APPLICATION FORMAT

ANNX 1

To,
General Manager
Narmada Jhabua Gramin Bank,
Head office, Indore

Paste a recent
passports sized
photograph
duly signed
across on the
Photograph

APPLICATION FOR THE POST OF

"Bank Mitra" ON CONTRACT BASIS IN NARMADA JHABUA GRAMIN BANK

With reference to your insertion in Bank's Website/Dainik Bhaskar Hindi Daily, regarding above, I append below following information for your kind perusal and needful. I also enclose self-attested papers/documents related to Proof of Identity/Address/Educational Qualification.

01.	Full Name (in Block letters)				
02.	Father's / Husband's Name				
03.	Presents Address (Including telephone/ mobile No.)				
04.	Permanent Address (Including telephone/mobile No.)				
05.	e-mail address				
06.	Date of Birth				
07.	Age as on 01.12.2015	_____ Years _____ Months _____ Days			
08.	Category (Strike of which is not applicable)	ST/SC/OBC/GENERAL			
09.	Educational Qualification :				
	Qualification	Board / University	Year of Passing	Grade	
10.					
11.	Working Experience	_____ Years _____ Months _____ Days			
12.	Language known	Can Speak	Can Write	Can Read	Can Understand
	Hindi				
	English				
13.	Declaration	I hereby declare that the information stated above is complete, true and correct to the best of my information, knowledge and belief. I understand that in the event of any information being found untrue or incorrect at any stage or my not satisfying any of the eligibility criteria of Narmada Jhabua Gramin Bank, my candidature is liable to be cancelled.			

Place:

Signature: _____

Date: