



हनुमानगढ़ केन्द्रीय सहकारी बैंक लि०
Hanumangarh District Central Co-operative Bank Ltd.

Head Office, Hanumangarh Jn. (Raj.)

Ph. No. 01552-261151, 261131, 290031, 290036 Fax No.01552-262188



क्रमांक :-

दिनांक :-

DETAILED ADVERTISEMENT FOR HIRING OF "COOPERATIVE INTERN"

Applications are invited for the post of Cooperative Interns (Contact Basis) under the Cooperative intern scheme of Ministry of Cooperation, Govt. of India at Hanumangarh Kendriya Sahakari Bank Ltd., Hanumangarh. Desirable candidates willing to apply for the post should apply in the prescribed format & Sent by Post or Personally to Managing Director, Hanumangarh Kendriya Sahakari Bank Ltd., Hanumangarh, New Dhan Mandi, Gate No. 2, Near PLDB Bank, Hanumangarh – 335512 before 23/06/2025 at 5.00 PM.

A) Roles and duties of Intern :

The Intern will discharge following roles and duties :

1. The Intern will coordinate with PACS and other primary cooperatives and provide necessary guidance for the implementation of initiatives taken by Ministry of Cooperation, GoI.
2. Interns will be responsible for solving day to day problems faced by PACS in computerization, preparation of business plans, projects, financing issues, various approvals, etc.
3. He/She will prepare and share weekly status report of the impementation of initiatives taken by ministry of Cooperation in coordination with DCCB/StCB.

B) The broad terms on which the aappointment of resource person would be made are indicated bellow:

a) Tenure of Internship :

The Cooperative Intern would be engaged on contract basis for one year.

b) Eligibility Criteria :

MBA or equivalent in Marketing Management/ Cooperative Management/ Agri Business Management/ Rural Development Management. Proficiency in computer is essential.

c) Age:

Candidate should be minimum of 21 years of age and maximum of 30 years.

d) Remuneration :

The selected Cooperative intern will be paid a consolidated monthly remuneration of Rs. 25000/- (Including Bank's Provident Fund Contribution), Interns may avail 10 days Casual Leave (CL) for the Year and no other leaves will be granted. Leaves other than CL to be granted as "Leave without remuneration."

C) Selection Procedure :

The Candidate will be selected by personal interview after due screening of the recived application by committee constituted for the purpose.

D) Other Terms And Conditions:

- i. The internship programme is neither an employment nor an assurance of and employment with the Bank or institutions associated with the Bank and no intern shall have any right or claim for an appointment with Banks by virtue of this internship programme.
- ii. Internship is a fulltime programme and hence interns are required to observe working hours of the Banks. The internship may be discontinued any time without payment of any financial benefit if the performance of the intern is not found satisfactory or the intern is absent without authorization of the Bank. Without prejudice to the foregoing, Bank may terminate the services of the intern at any time without assigning any reasons.
- iii. The Intern shall be required to maintain confidentiality of all the documents/ reports and/ or any information received by him/ her during the internship period, violation of which would entail legal consequences. The Interns will not reveal to any person or organization any information relating to Bank, its business plan and policies which are not available in the public domain.
- iv. The intern shall follow the rules and regulations of the concerned StCB/ DCCB.
- v. The Intern shall not reveal to any person/ organization confidential information pertaining to the concerned Bank, its work and its policies.
- vi. No Intern shall interact with or represent the Bank to the media (Print and/ or electronic) including social media including face book/ twitter handles, etc. They will not post their work on social media without express permission from the competent authority.
- vii. Interns will conduct themselves professionally in their relationship with the bank and the public in general.
- viii. It may be strictly observed that the conduct of the interns and their access to the data shall be the sole responsibility of the concerned bank.

Managing Director

For Office
Use Only

Application
No.-----

Application form for Cooperative Interns
(Hanumangarh Kendriya Sahakari Bank Ltd., Hanumangarh)

Affix
Passport
Size Photo
here

1	Name of Applicant (IN CAPITAL LETTER)	
2	FATHER'S / HUSBAND NAME	
3	MOTHER'S NAME	
4	DATE OF BIRTH (DD/MM/YYYY)	
5	GENDER (MALE/FEMALE)	
6	NATIONALITY	
7	PERMANENT ADDRESS	
8	ADDRESS FOR COMMUNICATION	
9	CONTACT NUMBER	
10	EMAIL ID	

EDUCATION QUALIFICATION :

CLASS/DEGREE	STREAM	YEAR OF PASSING	PERCENTAGE/ CGPA
10 TH			
12 TH			
GRADUATION			
POST GRADUATION			
MBA OR EQUIVALENT			

Attached self Attested copy of relevant document .

EXPERIENCE (IF ANY)

DATE

APPLICANT SIGNATURE