



# THE CO-OPERATIVE CITY BANK LTD.

H.O: U.N.Bezbaruah Road, Silpukhuri, Guwahati -781003

Registration No. G-79/80

email: [citybank\\_ghy@yahoo.com](mailto:citybank_ghy@yahoo.com)/ [md@ccbguwahati.com](mailto:md@ccbguwahati.com) Phone : 0361-2660606, Fax: 2662293: [www.ccbguwahati.com](http://www.ccbguwahati.com)

H.O.- 2660606  
Guwahati- 2662805  
Ulubari-2739789  
Ganeshguri- 2202132  
Noonmati- 2654414  
Beltola- 2228268  
Sixmile:.....

Ref. No. CCB/HO/ADVT./GM-DGM/2024/198

Date : 22.05.2024

## Recruitment of General Manager & Dy. General Manager

The Co-operative City Bank Ltd. UNB Road, Silpukhuri, Guwhati-781003 invites Applications from eligible and suitable candidates for the following post. Interested candidates who fulfill the eligibility criteria may apply for the post.

Position	No. of Post	Maximum Age ( as on date of advertisement)	Pay Scale
General Manager	1	55 years	<b>Rs. 65250-1760/6 -75810-2175/5 - 86685-2705/4 -97505</b> <b>Grade pay: Rs. 13,000.00</b> <b>Other allowances as admissible</b>
Deputy General Manager	1	50 years	<b>Rs. 62400-1425/2 -65250-1760/6 - 75810-2175/5 -86685-2705/2 -92095</b> <b>Grade pay: Rs. 13,000.00</b> <b>Other allowances as admissible</b>

### Eligibility criteria for General Manager/ Deputy General Manager :

Nationality/Citizenship	Only Indian citizens are eligible to apply for the post
Qualification	1. 1 <sup>st</sup> class Post Graduate in any discipline. 2. Candidates having prior experience in Co-operative Banks/ Small Finance Banks/Micro finance will be given preference.
Experience	1. 10 years Banking/Financial Services experience at Officer level out of which 5 years must be in Senior Manager level for the post of General Manager. 2. 8 years Banking/Financial Services experience at Officer level out of which 3 years must be in Senior Manager level for the post of Deputy General Manager. 2. Proficiency in PC skills eg. Word, Excel, Power Point etc. 3. The candidate must be a “ Strategic Thinker, a dynamic leader to lead, coach & mentor team with strong interperonal skills and high business acumen and have displayed these qualities while heading the



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	<p>Deptt. Or Senior member team.</p> <p>4. The candidate must have in depth &amp; specialized knowledge &amp; hands on experience in at least one or more of the following functions:</p> <p>a) Accounts, Finance, Taxation including GST. Must be capable of finalizing final accounts of Bank etc.</p> <p>b) Loans &amp; Advances including Cooperative credit, micro finance etc.</p> <p>c) Recovery &amp; collection including legal aspects &amp; relevant laws.</p> <p>d) Administration &amp; HR.</p> <p>e) Compliance, Risk Management and Inspection.</p>
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## How to apply :

Candidates complying with the above criteria may apply in the application form available in the bank's website [www.ccbguwahati.com](http://www.ccbguwahati.com) with updated resume and two passport size photograph accompanied by necessary enclosures sent by Registered/ Speed Post/ Hand Delivery only in a sealed envelop superscribed with "Post applied for (Name of the Post)" to the following address within 5<sup>th</sup> June, 2024 during office hours. No application will be entertained after 5.00 PM on 05.06.2024. The Management reserves the right to reject any or all application without assigning any reason thereof.

**To,**  
**The Managing Director**  
**The Co-operative City Bank Ltd.**  
**H.O Silpukhuri, UNB Road, Guwahati-781003**

**Sd/-**  
**Managing Director**