

**APPLICATION FOR THE POST OF CHIEF EXECUTIVE OFFICER
IN THE VISAKHAPATNAM DISTRICT COOPERATIVE CENTRAL
BANK LTD., VISAKHAPATNAM.**

Recent Passport
size photo (self-
attested) to be
affixed

| | | |
|------------|---|-------------------------|
| 1. | Name in Full (in block letters) | |
| 2. | Father's / Husband's name | |
| 3. | Date of Birth Age as on date of notification | |
| 4. | Place of Birth (Village/Town & District) | |
| 5. | Nationality | |
| 6. | Permanent Address | |
| 7. | Telephone No's | Residence : Mobile : |
| 8. | E-mail ID | |
| 9. | Address for Communication | |
| 10. | Permanent Account No. (PAN) | |
| 11. | Disciplinary Proceedings faced, if any | |

12. EDUCATIONAL / PROFESSIONAL QUALIFICATIONS:

(Beginning with 'SSC' or Equivalent Examinations. Enclose the copy of certificates issued by the respective Boards/Institutions/Universities)

| Examination passed | Board / University | Year of passing | % of Marks and class obtained | Subject/ Specialization |
|--------------------|--------------------|-----------------|-------------------------------|-------------------------|
| ACADEMIC : | | | | |
| SSC | | | | |
| Degree | | | | |
| PG | | | | |
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| PROFESSIONAL: | | | | |
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13. JOB EXPERIENCE:

(Details of experience, with supporting documents, starting of career)

- a) Present post held & Cadre (scale): _____ & _____
- b) Present place of Work: _____ (if presently working, furnish the **Recommendation of Employer**, as per the proforma enclosed)
- c) Last pay drawn: Rs. _____ per month (enclose last pay slip/salary certificate)
- d) Experience in Middle/Senior Management in banking sector: ___ years & ___ months

| Post Held | Scale (Scale I/II/III/IV) | Period of service | | Name of the Institution/ Organization with full address | Nature of Duties, in brief |
|-----------|---------------------------|-------------------|----|---|----------------------------|
| | | From | To | | |
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Note:

The candidate shall furnish the data of his/her experience in banking sector from the beginning of his/her career, till the present position along with corresponding appointment/promotion letters. [Besides the above, the applicant can also enclose a detailed CV]

14. APPRECIATIONS/AWARDS etc. :

| Sl. No. | Name of the Award | Period/Date of award | Issued by | Description / Remarks |
|---------|-------------------|----------------------|-----------|-----------------------|
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| 15. | Relevant relationship | |
| a. | List of relatives if any who are connected with the Bank. | |
| b. | List of entities if any in which he/she is considered as interested. | |
| c. | Fund and non-fund facilities, if any, presently availed by him/her and /or by entities listed in 'b' above from the Bank. | |
| d. | Cases, if any, where the candidate or entities listed in 'b' above are in default or have been in default in the last five years in respect of credit facilities obtained from the Bank or any other Bank. | |

| | | |
|------------|---|--|
| 16. | PROCEEDINGS, IF ANY, AGAINST THE CANDIDATE. | |
| a. | If the candidate is a member of a professional association/body, details of disciplinary action, if any, pending or commenced or resulting in conviction in the past against him/her or whether he/she has been banned from entry into any professional occupation at any time. | |
| b. | Details of prosecution, if any pending or commenced or resulting in conviction in the past against the candidate and/or against any of the entities listed in 15(b) for violation of economic laws and regulations | |
| c. | Details of criminal prosecution, if any pending or commenced or resulting in conviction in the last five years against the candidate. | |
| d. | Has the candidate or any of the entities. At 15 (b) above been subject to any investigation at the instance of Government Department or agency? | |
| e. | Has the candidate at any time been found guilty of violation of rules/regulation/legislative requirements by Customs/Excise/Income Tax/ Foreign Exchange/ Other Revenue Authorities, if so, give particulars | |
| f. | Any other explanation/information considered relevant for judging fit proper. | |

17. References:

| Name & Designation | Address | Contact number |
|--------------------|---------|----------------|
| | | |
| | | |

DECLARATION

I, _____, S/o _____ declare that, the information given in this application is true and correct to the best of my knowledge and belief, true and complete. I also fully understand that, if at any stage, it is found that any attempt has been made by me willfully to conceal or misrepresent the facts, my candidature may be rejected and terminated from the employment. I undertake to keep the Bank fully informed, as soon as possible, of all events, which take place subsequent to my appointment, which are relevant to the information provided above.

Signature of the applicant

Date:

Place:

RECOMMENDATION OF THE EMPLOYER

The application of Sri _____, S/o _____, working as _____, in our organization, who has applied for the post of Chief Executive Officer of Visakhapatnam DCCB Ltd., is herewith recommended for consideration.

The applicant has not faced any disciplinary proceedings/no disciplinary cases are pending against him.

The details furnished by Sri _____ in his application have been verified with his personal record and found correct.

Date:

Place:

(Signature of the Employer)

Designation and seal