

6.	Job Responsibility for Lecturekrs posts	<p>1. <u>For Lecturer (Finance & Marketing/HR)</u></p> <ul style="list-style-type: none"> ➤ To Coordinate & Monitor Diploma/ Short Term Programmes on Finance & Marketing/HR and other programmes as assigned by the Authority. ➤ To take Sessions on Finance & Marketing/HR Subjects in various Short Term/Long Term Training Programme. ➤ To liaison with State Govt. Department / University, etc. <p>2. <u>For Lecturer (IT & Banking)</u></p> <ul style="list-style-type: none"> ➤ To Coordinate & Monitor Diploma/ Short Term Programmes on IT & Banking and other programmes as assigned by the Authority. ➤ To take Sessions on IT & Cooperative Banking Subjects in various Short Term/Long Term Training Programme. ➤ To liaison with State Govt. Department / University, etc. ➤ To conduct outstation Training Programmes.
7.	Other Terms & Conditions	<p>Services of the incumbent so selected/ appointed on contractual basis may be terminated by giving one month notice or salary in lieu thereof without assigning any reason. The concerned person may leave the contract mid way after giving one month's notice or salary in lieu thereof.</p>
8.	Other Conditions & Benefits	<p>1. The person appointed on contract basis shall not be entitled for any Pension and other Terminal Benefits for the services rendered by Him/Her. However, T.A. as per rule will be paid in case of official outstation duty.</p> <p>2. The offer of appointment to the selected candidates will be subject to verification of certificates/ testimonials in original at the time of joining and on completing of other formalities.</p> <p>3. The contractual appointees shall be given 2½ days paid leave in a month, in addition to week end and gazetted holidays.</p> <p>4. Selected persons will be required to give an undertaking that he/she will not make any claim for regulations of his/ her contract services at</p>

		<p>RICM, Kalyani.</p> <p>5. Faculties shall not take up any other assignments of any nature during the period of engagement at RICM, Kalyani.</p> <p>6. If any declaration given or information furnished by the candidate is found to be false or if the candidate is found to have willfully suppressed any material information, he/she will be liable for termination in addition to any legal action as NCCT may deem fit.</p> <p>7. Selected persons will have to attend office as per office working days' norms. He/She will have to attend office on holidays or beyond office hours in case of exigency of work.</p> <p>8. Selection will be made on the basis of performance of interview.</p> <p>9. Selected Candidates will be required to conduct outstation programmes in the area of operation of the Institute as per requirement.</p>
<p>Interested candidates may forward his/her application duly filled in the attached proforma at Annexure, including a copy of the following documents {Self Attested with (1) two colour photographs, (2) copy of Aadhar Card, (3) Proof of Birth Certificate 4) Service and Experience Certificate 5) Certificates of Educational & Professional Qualification} to The Director, Netaji Subhas Regional Institute of Cooperative Management, Central Park, P.O.- Kalyani, Nadia -741235 (through courier service/ Speed Post /Registered Post, so as to reach on or before 16-02-2024 (6 p.m.).</p> <p>The Institute reserves the right to reject any application without assigning any reasons.</p> <p>Eligible candidates will be communicated for appearing in the interview board.</p> <p style="text-align: right;">Director</p>		

Netaji Subhas Regional Institute of Cooperative Management, Kalyani
(A Unit of National Council for Cooperative Training, New Delhi)

Applications for the post of



1. Name :
2. Father's Name:
3. Date of Birth :.....
4. Domicile :
5. Nationality :
6. Mailing address (with Tel./ Mob. No. and e-mail address)
.....
.....
7. Permanent Address:.....
8. Mobile No. :
9. Email No. :.....
10. Educational /Professional Qualification:-

S.No.	Qualification	University/Institute	Year of Passing

11. Work Experience:-

Sl.No.	Organisation/ Institute	Period		Nature of Work	Post Held	Remarks
		From	To			

12. Whether SC/ST/OBC :.....

13. Details of Computer knowledge :

14. Reference :

(i)

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(ii)

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I, hereby, declare that the particulars furnished above are true and correct to the best of my knowledge and belief. In case any information furnished by me is found false or suppression of any information. I may be terminated and if required legal action may be taken. I have read this circular and accept all the terms and conditions for engagement to the post applied for by me.

Date:.....

(Signature)