



PASCHIM BANGA GRAMIN BANK  
HEAD OFFICE: NATABAR PAUL ROAD, CHATTERJEE PARA MORE  
TIKIAPARA, HOWRAH, WEST BENGAL, INDIA, PIN CODE -711101

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Website: [www.pbgbank.com](http://www.pbgbank.com)

**Notification**

For engagement of retired Bank Officers of Paschim Banga Gramin Bank and other Commercial Banks for Concurrent Audit of selected branches.

**Last date for submission of application 02-06-2022.**

**Guidelines for empanelment of Concurrent Auditors.**

SI No	Parameters	Particulars/Remarks
1	Scope of Work	The empanelled Officers will be assigned for the Concurrent Audit job of identified branches under Howrah, Hooghly, Bardhaman & Suri Regional Office of Paschim Banga Gramin Bank.
2	Eligibility	<p>i) The retired Officers of PBGB and other Commercial Banks in Scale – II and above can apply for empanelment.(Hereafter will be termed as applicant).</p> <p>ii) Age of the applicant as on date of application should not be more than 70 years.</p> <p>iii) Applicant should have unblemished track record and have minimum 20 years of continuous service in Bank as Officer.</p> <p>iv) Applicant should have good exposure to credit dispensation.</p> <p>v) Applicant should have adequate expertise and working knowledge in computerized environment and should be able to handle computers independently.</p> <p>vi) Applicant should have capability to operate Finacle System independently coupled with requisite investigation/inspection aptitude and analytical ability.</p> <p>vii) Applicants having working experience in Inspection Department will be given preference.</p>
3	Terms & Conditions.	<p>i) Initially the contract will be for a period of one year. The contract may be renewed for subsequent years based on performance review done annually.</p> <p>ii) Auditors performed concurrent Audit during the year 2021-22 need not apply in fresh. They are requested to send an application to General Manager informing his desire to perform as Concurrent Auditor of Bank for the FY 2022-23 either by post or to mail_ID ho.inspection@mail.pbgb.co.in.</p> <p>iii) Application for empanelment should be in Bank's prescribed format along with copies of following documents:</p> <p>a) PAN Card</p>

		<p>b) Aadhar Card</p> <p>iv) Applicants should apply to General Manager, Head Office and send the same to above address in a covered envelop inscribing <b>"Application for Concurrent Auditor"</b> or send the same to mail_ID <b>ho.inspection@mail.pgb.co.in</b></p> <p>v) Applicants should mention preference of region as per point 24 in <b>"Bio Data cum Application Form"</b>.</p> <p>vi) The submission of application or receiving order for empanelment does not confer any right to claim for entrusting of Audit work.</p> <p>vii) Applicant should be ready to travel to any place for audit/stock inspection/security inspection etc.</p> <p>viii) Bank reserves the right to cancel the selection process or empanelment any time without giving any prior notice to the applicant.</p>
4	<b>Remuneration</b>	<p>i) The remuneration to the Concurrent Auditors is Rs 6000.00(Rupees Six thousand) only per branch per month. More than one branch may be assigned to single auditor as per Bank's decision.</p> <p>ii) Concurrent Auditors shall not be eligible for any other charges /expenses/perquisites other than remuneration as stated earlier.</p> <p>iii) Remuneration will be subject to deduction of TDS/GST as applicable.</p>
5	<b>Other General Conditions</b>	<p>i) Short listing of Applicants for the purpose of interview will be done by a Committee and the decision of the Committee to accept or reject any application shall be final.</p> <p>ii) The short listed applicants will appear for personal interview at Head Office at their own cost. Call letters for interview will be sent to e-mail ID of the applicant.</p> <p>iii) Selected applicants for engagement shall sign an agreement as devised by Bank.</p>

  
General Manager.

Engagement of Retired Officers of PBGB and other Commercial Banks for Concurrent Audit work.

BIO DATA CUM APPLICATION FORM

Pass port size  
photograph

SI No	Particulars	Details
1	Name	
2	EMP/PF No	
3	Present address	
4	Mobile No	
5	e-mail_ID	
6	Date of Birth/Age as on date	
7	Qualification – Academic	
8	Qualification – Professional	
9	Any other qualification	
10	Name of Bank served	
11	Date of joining/Cadre	
12	Date of promotion to Scale II	
13	Date of superannuation/VRS	
14	Name of branch/office & Region last served	
15	Total service as Officer (Yrs)	
16	Designation on retirement	
17	Branch experience (Yrs)	
18	Experience as Branch Head (In Yrs)	
19	Working experience in Credit department/Inspecting Officer(if any in Yrs)	
20	Whether suffering from any major ailment/undergone any major Surgery.	
21	Whether any penalty proceedings initiated during last 5 years prior to retirement.	
22	Whether involved in any CBI case. (If yes, details thereof).	
23	Details of last three postings	a) <span style="float:right">b)</span> c)
24	Name of Region according to preference.	i) <span style="float:right">ii) iii)</span>

I confirm that the details and information furnished above are true and correct. In case, any of the details furnished above is found to be incorrect at a later date, the Bank has right to terminate the assignment given without giving any prior notice. I also confirm that I am ready to travel at any branch under any region as per requirement of Bank.

Place & Date:

Signature of Applicant