



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

Phone: 2667 9470

Mail_id: pasc3616@dataone.in/ho.inspection@mail.pbgb.co.in

Website: 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 20-07-2022.

Guidelines for empanelment of Concurrent Auditors.

Sl 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, 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 “Application for Concurrent Auditor” or send the same to mail_ID ho.inspection@mail.pgb.co.in</p> <p>v) Applicants should mention preference of region as per point 24 in “Bio Data cum Application Form”.</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	Remuneration	<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	Other General Conditions	<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.

