



THE ANDHRA PRADESH STATE CO-OPERATIVE BANK Ltd.,

(A State Govt. Partnered Scheduled Bank)

HO, D No: 27-29-28, NTR Sahakara Bhavan, Governorpet, Vijayawada-520 002

HRD; Ph No.:0866 2429-011/012, Email-id: hrd@apcob.org

NOTIFICATION

INVITING APPLICATIONS FROM ELIGIBLE CANDIDATES FOR ENGAGING PROFESSIONAL CONSULTANT FOR LEGAL AND VIGILANCE ON CONTRACT BASIS FOR A PERIOD OF 3 YEARS.

&&&

I. JOB DESCRIPTION:

The Professional Consultant with specialization in Legal & Vigilance matters is expected to provide legal advice on policy issues, support and guidance on various products and services designed for business diversification duly ensuring compliance with relevant Act provisions and regulatory guidelines and also to assist the Head of the Legal & Vigilance department of the Cooperative Credit Structure (Viz., APCOB/DCCBs/PACS) in all aspects in general.

II. ELIGIBILITY CRITERIA:

1. Age Limit: Below 65 years as on 01.04.2020

2. Minimum Educational Qualification:

- a. Bachelor's Degree in Law recognized by the Bar Council of India for the purpose of enrollment as an Advocate.
- b. Knowledge in computers is essential.
- c. Knowledge of Telugu language compulsory.

3. Experience (as on 01.04.2020)

- a. **Essential:** At least 'fifteen years' experience as an Advocate or as a Law Officer in the Legal Department of a large Bank/Financial Institution /Statutory Corporation or in the Legal Department of Central/State Government or as a partner in a Law firm providing legal advice.

- b. **Desirable:** Experience in APCS Act., & Rules, laws relating to Banking, labour laws, Taxation laws, Cyber Security and Information Technology Laws, various laws relevant to MSME pertaining to APCOB, DCCBs and PACS.

III. TERMS & CONDITIONS OF THE APPOINTMENT:

1. **Contract Period:** The period of contract will be initially for a period of 3 years, subject to review of performance at the end of each year.
2. **Remuneration and other perks & allowances:** The selected candidate will be paid a consolidated monthly emoluments up to Rs.75, 000/- depending on the qualification and experience of the candidate as decided by the Interview panel. The other applicable perks and allowance are as under:
 - a. TA/DA as applicable would be paid for Tours within and outside the State on par with DGM Cadre Officer of APCOB.
 - b. Other Perks/Facilities: Laptop, Mobile Phone, conveyance allowance/facility (as per the availability), mobile charges etc.,

3. Job location: Place of posting would be at Head Office of APCOB

IV. ROLES & RESPONSIBILITIES:

1. Provide legal advice on policy issues, support and guidance on various products and services designed for business diversification duly ensuring compliance with relevant Act provisions and regulatory guidelines.
2. Drafting & vetting of documents and Standard Operating Procedures being prepared for various loan products and services of APCOB/DCCBs /PACS duly ensuring compliance with relevant Act provisions and regulatory guidelines.
3. Providing legal opinion on matters referred to by APCOB/DCCBs/PACS.
4. Providing support for finalizing the strategies for dealing with Court cases of importance for the CCS.
5. Preparing draft pleadings, briefing the Bank's Advocates, attending proceedings before the court, etc.
6. Providing support for implementation of Good Governance practices to establish strict vigilance on functioning of APCOB/DCCB/PACS.
7. Any other work as may be assigned by the Bank from time to time.

V. INDUSTRY BACKGROUND:

Banking & Finance /Statutory Corporation or Central/State Government/Development Organization with working knowledge in Agriculture and allied sector as a partner in a Law firm providing legal advice.

VI. SELECTION PROCEDURE:

1. Selection will be made on the basis of an interview. Merely satisfying the eligibility norms do not entitle a candidate to be called for Interview. APCOB reserves the right to call only the requisite number of candidates for the Interview after preliminary screening/ short listing with reference to candidates' qualification, experience, profile vis-a-vis job requirements, etc.
2. All further announcements/ details pertaining to this process will be provided only on the bank's website www.apcob.org from time to time.

VII.APPLICATION GUIDELINES:

1. Candidates can apply for the post from **27.05.2020 to 09.06.2020** by way of e-mail or by post in the prescribed proforma application available in the Bank's website www.apcob.org.
2. Candidates may submit their application form, in the prescribed format, along with supporting documents of age proof, Educational qualification, experience, a passport size photo and UTR no. of NEFT transaction, by way of e-mail to the ID: hrd@apcob.org or by way of post to the Deputy General Manager (HRD), The AP State Coop Bank Ltd., #27-29-28, Governorpet, Vijayawada -520002.
3. The application fee of Rs. 500/- shall be paid by way of NEFT to the following account or Demand Draft in favour of The A.P State Co-operative Bank Ltd., payable at Vijayawada.

Name: APCOB-Recruitment;
Account no. 36054926191;
IFSC: SBIN0003055;

VIII. DISCLAIMER:

In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his /her candidature will stand cancelled. If any of these shortcomings is / are detected even after appointment, his /her services are liable to be terminated. Decision of APCOB in all matters regarding eligibility and selection would be final and binding on all candidates. No representation or correspondence will be entertained by APCOB in this regard.

Date: 26.05.2020.

Sd/-

MANAGING DIRECTOR