



Chander Mukhi Nariman Point Mumbai – 400 021 Web Site: [www: centralbankofindia.co.in](http://www.centralbankofindia.co.in)

**HUMAN RESOURCES DEVELOPMENT DEPARTMENT  
(RECRUITMENT AND PROMOTION DIVISION)**

**NOTIFICATION FOR APPOINTMENT AS CHIEF COMPLIANCE OFFICER**

1. **CENTRAL BANK OF INDIA**, a leading Public Sector Bank, with Pan India Branch Network of nearly 4600+ branches, with total business of more than Rs. 5,00,000 crores and driven by talented workforce of 32000 plus employees, invites applications from eligible candidates for One post of **Chief Compliance Officer**. The details are as under:

2. **Schedule of Events:**

Opening date for Applications : **22-02-2021**

Last date for Applications : **08-03-2021**

Fees: Non Refundable application fees Rs. 1180/- (inclusive of GST) by way of Demand draft. (SC/ST/Woman applicants are exempted)

3. **Eligibility criteria / Job Profile** :

1.	Post	CHIEF COMPLIANCE OFFICER
2.	No. of Posts & Location	One ( 1 ) at Mumbai
3.	Maximum age as on <b>30-06-2021</b>	55 years
4.	Qualification	He/ She should be Graduate with CAIIB
5.	Work Experience	Overall experience of at least 15 years in the banking or financial services, out of which minimum 5 years should be at Senior Management level in Audit / Finance / Compliance / Legal / Risk Management functions.
6.	Job Profile	<ul style="list-style-type: none"><li>➤ To Oversee and manage Compliance issues.</li><li>➤ To ensure that the Bank is in compliance with various regulatory requirement and the employees are in adherence with internal procedures and policies.</li><li>➤ Developing, implementing and managing Compliance programme.</li><li>➤ Coordinating with Regulatory Authorities</li><li>➤ Planning, implementing and overseeing risk related programs</li><li>➤ Creating and coordinating proper reporting channel for compliance issues</li><li>➤ Developing compliance communications.</li></ul>

		<ul style="list-style-type: none"> <li>➤ Any other work entrusted by the Bank from time to time.</li> </ul> <p><b><u>Key Performance Areas:</u></b></p> <ul style="list-style-type: none"> <li>➤ Apprise the Board and Senior Management on regulations, rules and standards and any further developments.</li> <li>➤ Provide clarification on any compliance related issues.</li> <li>➤ Conduct assessment of compliance risk (at least once a year) and to develop a risk-oriented activity plan for compliance assessment. The activity plan should be submitted to the ACB for approval and be made available to the internal audit.</li> <li>➤ Report promptly to the Board/ ACB/ MD &amp; CEO about any major changes / observation relation to the compliance.</li> <li>➤ Periodically report on compliance failures, breaches to the Board /ACB and circulating to concerned functional head.</li> <li>➤ Monitor and periodically test compliance by performing sufficient and representative compliance testing. The results of the compliance testing should be placed before Board/ ACB/MD &amp; CEO.</li> <li>➤ To examine sustenance of compliance as an integral part of compliance testing and annual compliance assessment exercise.</li> <li>➤ Ensure compliance of Supervisory observations made by RBI and/or any other directions in both letter and spirit in a time bound and sustainable manner.</li> </ul>
<b>7</b>	Pay and allowances	Pay & Allowances as applicable to General Manager in Scale VII.
<b>8</b>	Selection Process	Selection will be through Interview and Personal interaction on the basis of eligibility, experience, qualification & Performance during the interview/interaction.
<b>9</b>	Tenure	Minimum fixed 3 years tenure, extendable further subject to satisfactory performance in Annual Performance Review.

4. Mode of Application

Applicants have to submit their duly signed applications in given format – (Annexure A), along with all relevant documents viz. Qualification, Proof of Age, Experience Certificate etc. and Demand Draft towards application fee, through Speed Post at the below mentioned address before **08-03-2021**. No application shall be accepted beyond the stipulated date.

***The envelope should be super scribed with: APPLICATION FOR THE POST OF CHIEF COMPLIANCE OFFICER***

Address:

**THE GENERAL MANAGER  
CENTRAL BANK OF INDIA  
HUMAN RESOURCES DEVELOPMENT DEPARTMENT  
(RECRUITMENT & PROMOTIONS DIVISION)  
17TH FLOOR, CHANDERMUKHI BUILDING,  
BARRISTER RAJANI PATEL MARG, NARIMAN POINT,  
MUMBAI 400 021 MAHARASHTRA**

5. Mode of payment:

Application fees ( Non-Refundable) = Rs. 1000/- plus GST Rs.180/- Total Rs **1180.00** by way of Demand Draft drawn on any nationalized bank in favor of “CENTRAL BANK OF INDIA” and payable at “MUMBAI”.

6. **General Instructions :**

- a) The decision of the Bank in all matters with regard to eligibility of the applicant, scrutiny of the documents, documents to be produced, personal interview, selection and any other matter related to recruitment will be final and it will be binding on the applicant.
- b) The Bank reserves the right to alter, modify or change the eligibility criteria and / or any of the other terms and conditions spelt out in this notification.
- c) While applying for the post, the applicant should ensure that he / she fulfills the eligibility and other criteria mentioned above and that the particulars furnished are correct in all respects. In case it is found at any stage of recruitment that the applicant does not fulfill the eligibility criteria and /or that he/she has furnished any incorrect /false information /documents or has suppressed any material facts/ his/her candidature will automatically stand cancelled. If any of the above shortcomings is detected even after the recruitment, his/ her appointment is liable to be terminated without any notice thereof.
- d) Applicants serving in Government/ Quasi-Government/Public Sector Undertakings (including nationalized banks and Financial institutions) will be required to produce a “NO Objection Certificate” from their employer at the time of interview, in the absence of which, their candidature may not be considered.
- e) Mere submission of application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/her right to be called for personal interview.
- f) Incomplete application and / or applications without aforesaid documents will be rejected outright without assigning any reason thereof.

- g) An application once made will not be allowed to be withdrawn and the fees once paid will not be refunded on any account nor can it be held in reserve for any other examination or selection. Therefore before applying for the post, the applicant should ensure that he/she fulfills all the eligibility criteria and other norms, including submission of documents, as mentioned in this notification.
- h) Information regarding personal interview will be displayed on the Bank's website. It will also be sent to shortlisted applicants on their email ID provided by the applicant in the application.
- i) No Travelling Allowance is payable to candidates who are called for interview.
- j) The Bank takes no responsibility for any delay in /non-receipt or loss of any communication
- k) Any resulting dispute arising out of and/or pertaining to the process of recruitment under this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai
- l) Appointment of selected candidates is subject to satisfactory completion of all pre-employment formalities including Medical fitness examination, reference checks, Police verification and verification of testimonials etc. as prescribed by the bank. Such appointment will also be subject to the Service, Conduct Rules & Policies of the Bank.

**PLACE: MUMBAI**  
**DATE : 16-02-2021**

**sd/-**  
**GENERAL MANAGAR – H R D**

**APPLICATION FOR THE POST OF CHIEF COMPLIANCE OFFICER / CHIEF FINANCIAL OFFICER**  
**(to be filled in BLOCK LETTERS)**

To,

The General Manager  
Central Bank of India  
Human Resources Development Department  
(Recruitment & Promotions Division)  
17th floor, Chandermukhi Building,  
Barrister Rajani Patel Marg, Nariman Point,  
Mumbai 400 021 Maharashtra

**Paste Passport Size  
Photograph  
and  
Sign across the  
Photograph**

With reference to your advertisement on Bank's Website dated 16/02/2021, for appointment of **Chief Compliance Officer\* / Chief Financial Officer\***. I submit my application in the prescribed format as under:

1.	Name in full (IN BLOCK LETTERS)	First Name	Middle Name	Last Name
2.	Father's Name			
3.	Mother's Name			
4.	Gender (tick appropriate box)	Male	Female	
5.	Category (tick appropriate box)	SC	ST	OBC GEN
6.	Nationality			
7.	Date of Birth / Place			
8.	Age in Completed years as on 30-06-2021	Years -	Months -	
9.	Religion			
10.	Marital status			
11.	Permanent Address			
12.	Correspondence Address			
13.	Contact Details	Landline No. _____	Mobile No. _____	
		Email _____		

14.	Details of Non Refundable Applications fees	Demand Draft No. and date				
		Issued on Bank/Branch				
		Place of issue				
15.	If Person with disability (Tick mark)	YES				NO
16.	If yes, Type of disability					
	Percentage of disability					
17.	Native place					
18.	Educational and professional Qualification starting from Graduation					
19.	Work experience					
	Name of the Employer	From	Till	Designation	Responsibilities in Brief	Extra ordinary achievements
20.	Whether in Service	YES / NO.				
21.	IF NO, date of VRS/ CRS/ Resignation etc. (With proof thereof)					
22.	If YES, name of the organization.					
23.	Total work experience in years					
24.	Position Last held/Current Position					
25.	Exposure of Sector					
26.	No. of years worked in Senior Executive Level in Relevant field.					
24.	Disciplinary actions / Vigilance cases if any					
25.	Major Illness as on date if any					
26.	Awards / Recognitions					

27.	Extra ordinary Achievements, if any	
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Declaration:

I hereby declare that the particulars furnished by me as above are true and correct to the best of my knowledge and belief and I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria accordingly to the requirements of the relevant advertisement, my candidature/ appointment for the said post is liable to be cancelled / terminated at any stage and if appointed, my services are liable to be terminated. I am willing to serve anywhere in India.

I hereby agree that any legal proceeding in respect of any matter of claims or disputes arising out of this application and/or out of said advertisement can be instituted by me only at Mumbai and Courts/ tribunals/ forums at Mumbai and undertake to abide by all the terms & conditions mentioned in the advertisement displayed on Bank's website dated 16/02/2021.

Place :

(NAME AND SIGNATURE OF THE APPLICANT)

Date :

- ***\* strike out which is not applicable***

Encl : 1.  
2.  
3.  
4.  
5.