

THE NAINITAL BANK LTD.
(Regd. Office: G.B. Pant Road, Nainital)

Requires

1. SENIOR MANAGER (HRM) IN OFFICERS' GRADE/SCALE-III

In the Pay Scale of Rs. 18240-560/5-21040-620/2-22280 (Gross Salary around Rs.31500/- p.m. at Nainital at present)

ELIGIBILITY CRETERIA:-

1. **Age-** Not more than -40- years as on 31.12.2009.
2. **Qualification-** Graduate/Post Graduate Degree with 50% marks in any discipline from a recognized university.
3. **Professional Qualification-** Should hold a Master's Degree in Business Management/ Administration with specialization in Human Resource Management. Degree in Law (Professional/Academic) would have preference.
4. **Experience-** Not less than 5 years experience preferably in a Banking/Financial Institution in handling HR &/ or IR &/or Vigilance & or Staff Administration cases.

2. MANAGER (HRM) IN OFFICERS' GRADE/SCALE-II

In the Pay Scale of Rs.13820-500/1-14320-560/10-19920 (Gross Salary around Rs. 24,000/- p.m. at Nainital at present).

ELIGIBILITY CRETERIA:-

1. **Age-** Not more than -35- years as on 31.12.2009.
2. **Qualification-** Graduate/Post Graduate Degree with 50% marks in any discipline from a recognized university.
3. **Professional Qualification-** Should have a Master's Degree in Business Management/ Administration with specialization in Human Resource Management. Degree in Law (Professional/Academic) would have preference.
4. **Experience-** Not less than 3 years experience preferably in a Banking/Financial Institution in handling HR &/ or IR &/or Vigilance & or Staff Administration cases.

3. SENIOR MANAGER/MANAGER (LAW) IN OFFICERS' GRADE/SCALE-III/II

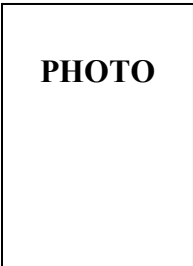
Senior Manager in the Pay Scale of Rs. 18240-560/5-21040-620/2-22280 (Gross Salary around Rs.31500/- p.m. at Nainital at present)/Manager in the Pay Scale of Rs. 13820-500/1-14320-560/10-19920 (Gross Salary around Rs.24000/-p.m. at Nainital at present)

ELIGIBILITY CRETERIA:-

1. **Age -** Not more than-40- Years as on 01.11.2009
2. **Educational Qualification-** Having passed 3 years professional degree course in Law from a recognized University
3. **Experience-** Not less than 5 years experience in the Law Department of a Bank/Financial Institution, should be able to handle Legal matters at corporate office specially civil, criminal ,Service & labour laws, banking and company affairs etc.

Applications in the formats given with this text along with the required copies of proof of age, qualification, position held and experience , if any, in a closed Envelope marked "Application for the post of Senior Manager (HRM)/Manager (HRM)/ Senior Manager (Law)/ Manager (Law)" complete in all respect should reach **The General Manager, The Nainital Bank Ltd. Head Office, Seven Oaks Building , Mallital Nainital-263001(Uttrakhand) on or before 25/01/2010.**

**THE NAINIAL BANK LTD.
7, Oaks, Mallital, Nainital (Uttarakhand)-263001**



APPLICATION FORM

PLEASE FILL THE FOLLOWING INFORMATION IN BLOCK LETTERS

**POST APPLIED FOR-1- SENIOR MANAGER (LAW) IN GRADE/ SCALE- III
2- MANAGER (LAW) IN GRADE/SCALE-II**

(Please mark ✓ against the post applied for)

1. FULL NAME _____
2. FATHER'S NAME _____
3. CORRESPONDENCE ADDRESS _____

- Telephone No. _____ Email _____
4. PERMANENT ADDRESS _____

5. CATEGORY (SC/ST/GEN) _____
(Attach proof in case of SC/ST)
6. DATE OF BIRTH (**Attach proof**) _____
7. AGE AS ON 01.11.2009 _____

8. DETAILS OF EDUCATIONAL/PROFESSIONAL/TECHNICAL QUALIFICATIONS:
(Starting with Matriculation/High School, attach proof)

Examination Passed	Name of Board/ University	Subjects studied	Year of Passing	Division

9. Date of Registration as Advocate with Bar Council, if any.

10. Experience Details (Please enclose copies of relevant certificates):

Give full details of every assignment undertaken by you.

SL. No.	Organization	Position held	PERIOD		Duties	Pay	Reason for leaving
			From	To			

11. Give 2 references together with their addresses, telephone numbers and email addresses, if any.

DECLARATION:

I hereby declare that - (i) All statements made in this application are true and if any of the particulars furnished by me are found to be incorrect or suppressed, my candidature is liable to be rejected at any stage of the selection process and/ or at any point of time even after my appointment in the bank.

(ii) In case of my selection, I am willing to serve in any of present/future Branches/Offices of the Bank.

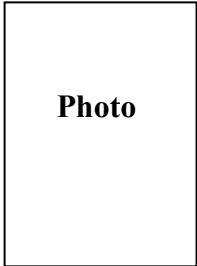
PLACE: _____

DATE: _____

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

**THE NAINIAL BANK LTD.
7, Oaks, Mallital, Nainital (Uttarakhand)-263001**



APPLICATION FORM

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2. MANAGER (HRM) IN GRADE/SCALE-II**
(Please mark √ against the post applied for)

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2. FATHER'S NAME _____
3. CORRESPONDENCE ADDRESS _____

- Telephone No. _____ Email _____
4. PERMANENT ADDRESS _____

5. CATEGORY (SC/ST/GEN) _____
(Attach proof in case of SC/ST)
6. DATE OF BIRTH (**Attach proof**) _____
7. AGE AS ON 31.12.2009 _____

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(Starting with Matriculation/High School, attach proof)

Examination Passed	Name of Board/ University	Subjects studied	Year of Passing	% of Marks Obtained

9. Experience Details (Please enclose copies of relevant certificates):
Give full details of every assignment undertaken by you.

SL. No.	Organization	Position held	PERIOD		Duties	Pay	Reason for leaving
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(ii) In case of my selection, I am willing to serve in any of present/future Branches/Offices of the Bank.

PLACE: _____

DATE: _____

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE