

GP PARSIK SAHAKARI BANK LTD. a leading Multi-State Scheduled Co-operative Bank, with business turnover of above Rs.6600 Crores, having network of 91 Branches spread across 3 states (Maharashtra, Goa & Karnataka)

Position	GENERAL MANAGER-OPERATIONS
Roles & Responsibility	<p>1) Overall responsible for Business growth, Incharge of all Clusters and development of Clusters.</p> <p>2) Overall Incharge of Accounts, Investments, Clearing, Legal, IT, Inspection, Customer Grievances Redressal, BCSBI, MIS, Risk Management, Forex Department and Branch Operations. To review the actions taken by the incharges of above departments at periodical intervals.</p> <p>3) To prepare, review and place before the Board required policies on above departments atleast once in a year.</p> <p>4) To submit Agenda for Audit Committee and ensure compliance of minutes of the Audit Committee.</p> <p>5) To decide and act as per the policies and delegated powers in respect of issues, concerning the departments under jurisdiction.</p> <p>6) To decide all the claims received under death claims of accountholders / shareholders / security holders within the delegated powers and refer the other claims to the Executive Committee / Board for approval.</p> <p>7) To refer and report to CEO and Board deviations in respect of Bank's policies and issues where powers are not delegated.</p> <p>8) Submission of reports to the Board through MIS Department for taking strategic decisions.</p> <p>9) To discharge all responsibilities as 'Designated Director' under PMLA Act.</p> <p>10) To attend, review and reply and take all necessary actions for the complaints received from customers and other stakeholders and report to the board wherever required.</p> <p>11) To do any other work given by the CEO / Executive Committee / Board from time to time.</p>
Experience	General Banking functions in reputed Banks with minimum 20-25 years at Senior Management level such as GM /DGM in Banking sector. Preference will be given for Co-operative Banking experience candidates.
Education	Graduate/Post Graduate/MBA from recognized university and CAIIB and/or CA/CS/ICWA
CTC Offered	Compensation will not be a limiting factor for the right candidate and will be discussed on a case by case basis
No. Of Position	1
Nature of Engagement	Permanent

Position	GENERAL MANAGER-BUSINESS
Roles & Responsibility	<ol style="list-style-type: none"> 1) Overall in charge of loans, clusters, branches, recovery department and branch expansion. 2) To prepare, review and place before the Board the required policies on above departments at least once in a year. 3) To prepare budgets giving targets of deposits, loans, profits etc., of branches and clusters on yearly basis and take review of performance on ongoing basis. 4) To submit the report of performance of branches in clusters to the board on quarterly basis. 5) To fix the timings of the branches and review them from time to time in consultation with AGMs of clusters. 6) To prepare Annual Business Plan for opening branches, Offices and submit the same to RBI after approval by the Board within period and take necessary steps to identify the premises for branches, acquire the premises and furnish them for opening. 7) Draw Annual Plan for renovation and repair of branches and place the same before the Board / Executive Committee for approval. 8) To submit the Agenda for recovery Meeting of Recovery Sub Committee and compliance of minutes of Recovery sub Committee. 9) To take necessary steps to obtain SRO powers or other recovery powers from the Registrar / RBI etc., from time to time wherever applicable. 10) To obtain monthly progress reports of the Cluster Heads. 11) To do any other work given by the CEO / Executive Committee / Board from time to time.
Experience	General Banking functions in reputed Banks with minimum 20-25 years at Senior Management level such as GM /DGM in Banking sector. Preference will be given for Co-operative Banking experience candidates.
Education	Graduate/Post Graduate/MBA from recognized university and CAIB and/or CA/CS/ICWA
CTC Offered	Compensation will not be a limiting factor for the right candidate and will be discussed on a case by case basis
No.Of Position	1
Nature of Engagement	Permanent

Position	Recovery Department:- Deputy General Manager
<p style="text-align: center;">Roles & Responsibility</p>	<ol style="list-style-type: none"> 1. Monthly review of overdue and NPA accounts of all Branches. 2. Visits to defaulters and branches for recoveries of default amount. 3. Arrange auctions of vehicles, properties and gold. 4. Attending Board and committee meetings and taking approval of branches application on various issues of the bank. 5. Maintaining the records and attending hearing, submission of document and give reply/answer/explanation to various courts, Appellate Authorities/Forum. 6. Maintaining records of Non Banking Assets and submission quarterly reports to Accounts and Audit department. 7. Taking review of ARC Assigned Accounts and approval of proposal received from M/S. CFM ARC, Maintaining Records of Recoveries, Fees, Incentives and Expenses, Security Receipts Certificates. 8. Renewal of various policies related to recoveries. 9. Arranging recovery committee meetings and maintaining their proceedings. 10. Maintaining Monthly Quick Mortality Reports and taking recovery action on defaulters. 11. Maintaining Records of Fraud related to Loan default and Quarterly Reporting to Accounts and Audit department for submission to RBI. 12. Maintaining Records of Write-Off Cases , Willful defaulters and take Legal Actions on defaulters and Quarterly Reporting to Accounts and Audit department for submission to RBI. 13. Attending courts of Sole Arbitrator and their issues related to recoveries. 14. Approval of proposal received from branches under Compromised and Settlement Scheme/ One Time Settlement Scheme/ Settlement of Default A/c's with approval from Hon. BOD/Committee Meeting. 15. Reporting of suit file cases to RBI having outstanding balances 1Cr. and above to accounts & Audit for submission to RBI. 16. Taking Legal Action on defaulters recommended by branches and approved by Hon. BOD/Committee Meeting and maintain records and status of cases under Arbitration and Conciliation Act, 1996 , SARFAESI Act, 2002 and MCS Act, 1960 Rule 1961 u/s. 101. 17. Renewal of special recovery officer order under MCS Act, 1960 Rule 1961 u/s. 156 from Hon. Commissioner of Co-operation and Registrar Co-Operative Societies , Maharashtra State, Pune. Recovery Officer under Arbitration and Conciliation Act, 1996. Government of India, Ministry of Co-Operation office of Central Registrar of Co-Operatives Societies Krishi Bhawan, New Delhi. 18. Presenting proposal for Appointment of Authorized Officer under SARFAESI Act, 2002 and Arbitration and Conciliation Act, 1996 from Hon. BOD / Committee.
<p>Experience</p>	<p>Minimum 15-20 years experience as AGM/DGM of Co-operative Banking sector of which around 10 years experience in recovery profile.</p>
<p>Education</p>	<p>Graduate/Post Graduate/MBA/LL.B from recognized university and CAIIB and/or CA/CS/ICWA</p>
<p>CTC Offered</p>	<p>Compensation will not be a limiting factor for the right candidate and will be discussed on a case by case basis</p>
<p>No.Of Position</p>	<p>1</p>
<p>Nature of Engagement</p>	<p>Permanent</p>

Position	Chief Financial Officer:-Deputy General Manager
Roles & Responsibility	<p>The primary responsibility of the Chief Financial Officer will be accounting budget planning & Control, cash management, Strategic Planning, treasury, ALM and tax handling functions.</p> <p>The Chief Financial Officer will direct all finance related strategies, initiatives and activities for organisation wide financial accounting and reporting. The Chief Financial Officer will be responsible for directing overall financial policies.</p> <p>Job Discription for the Chief Financial Officer include:</p> <ul style="list-style-type: none"> • Oversees all financial functions including accounting, budget, insurance, tax and treasury. • Designs and coordinates a wide variety of accounting and statistical data and reports. • Monitoring and review of finance and treasury policies, procedures and practices in line with Accounting Standards, legal requirement and industry best practices. • Ensure prudent management of the Bank's cash flow and associated financial risk exposures. • GST and TDS compliance • Ensuring the timely completion and submission of financial and statistical reporting for management and regulatory agencies. • Informing and advising senior management on the organisation's financial condition. • Working with senior management in setting annual financial goals and targets for organisation. • Tracking, reporting and managing the overall financial performance. • Relies on extensive experience and judgement to plan and accomplish goals. • A wide degree of creativity and latitude is expected. • Any othe assignment as given by higher authorities from time to time • Develop and maintain a Business Continuity Plan.
Experience	Minimum 15-20 years experience as AGM/DGM of Co-operative Banking sector of which around 10 years experience in Forex / Treasury/ Investment & Accounts profile.
Education	Graduate/Post Graduate/ MBA/ CA/ CS/ ICWA/ LL.B from recognized university and CAIIB
CTC Offered	Compensation will not be a limiting factor for the right candidate and will be discussed on a case by case basis
No.Of Position	1
Nature of Engagement	Permanent

Position	Managers- (For Credit and Accounts Dept.)
Roles & Responsibility	<ol style="list-style-type: none"> 1) Reviewing loan request 2) Processing of MSME proposals for Working Capital, Funded / Non funded / Trade finance / Restructuring. 3) Assessing clients financial status 4) Evaluating creditworthiness and risks 5) Analyse risks and approve or reject loan request 6) Calculate financial ratios 7) Set up payment plans 8) Maintain updated records of loan application 9) Monitor and progress existing loan 10) Develop credit policies and monitor compliance with guidelines or establish new ones 11) Working knowledge of financial statements, accounts finalization etc.
Experience	2 to 5 Years and above experience of Audit or Analysis and Appraisal of Balance Sheet and Financial Statement, Credit Appraisal will be preferable
Education	Qualified Chartered Accountant
CTC Offered	Compensation will not be a limiting factor for the right candidate and will be discussed on a case by case basis
No.Of Position	3
Nature of Engagement	Permanent

Eligible candidates who fulfill above criteria may apply on or before 31.07.2024.
As per below mention format:-

Name Prefix (i.e. Miss/ Mrs/ Mr)	
First Name	
Middle Name	
Last Name	
Mobile No	
Email Id	
Gender	Male / Female
Date Of Birth	
Age (As on date 11.07.2024)	
Caste	
Residential Address	
Current State	
Current City/Town	
Current Pin code	
Graduation	
Year of Passing	
Grade/ Percentage / CGPI	
University	
Highest Qualification	
Year of Passing	
Grade/ Percentage/ CGPI	
University	
Professional Qualification	
Last Organization worked for	
Grade/ Percentage/ CGPI	
University	
Any Other Qualification	
No. of Years of Experience	
Current notice period	
Last drawn Salary	
Gross Salary/Net Salary	
Total CTC	
Expected Salary	

Documents Required: -

- 1. Degree Certificate**
- 2. Any other Certificate**
- 3. Pan Card**
- 4. Aadhar Card**
- 5. Form 16**
- 6. Latest 3 Months Salary Slip**
- 7. Last Appointment Letter**

