

# Canara Bank Securities Ltd.

(wholly owned subsidiary of CANARA BANK)  
Member : BSE, NSE, MCX-SX



CIN No. U67120MH1996GOI097783

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## **SELECTION OF DEPOSITORY PARTICIPANT RELATIONSHIP MANAGERS (DPRM) UNDER THE CATEGORY OF JUNIOR OFFICERS ON CONTRACT.**

**CANARA BANK SECURITIES LTD(CBSL)**, engaged in the business of stock broking is a wholly owned subsidiary of **CANARA BANK**, a leading Public Sector Bank invites applications, from the eligible retired employees of Canara Bank, for selection of Depository Participant Relationship Managers under the category of Junior Officers on Contract [No. of vacancy – 2 (Two) ].

Eligible candidates are requested to apply in the prescribed application available in our company's website [www.canmoney.in](http://www.canmoney.in).

Please read this advertisement carefully and ensure your eligibility before submitting the application.

Important Dates	
Event	Date
Last Date for Receipt of physical application	14.05.2016

### **1. DETAILS OF POSTS:**

Designation	Engagement as	Vacancy
Depository Participant Relationship Manager (DPRM)	Junior Officer on Contract	2

### **2. ELIGIBILITY CRITERIA & OTHER DETAILS:**

**Retired Officers /Managers of Canara Bank (scale I, II, III) fulfilling following criteria as on 31.03.2016 can apply:**

- 1) The age of the applicant to be engaged should not be more than 65 years. Once engaged the contract will continue till completion of three years period or the engaged official attaining 66 years of age whichever is earlier.
- 2) The engaged persons after completing 3 years can be given an extension after performance review, but only till he/she attaining 66 years of age.

- 3) Officials retired on superannuation/VRS/resignation shall be considered provided they meet the eligibility criteria.
- 4) The person proposed to be engaged should not have been relieved from the Bank through any disciplinary proceedings.
- 5) Person with minimum one year experience in Central DP/DP Centres and/or those having Stock Market related Diploma/ Certification qualification from the institutes like NISM, BSE Institute or any other institute imparting Stock Market related courses shall be given preference.
- 6) Persons without DP Centre experience shall preferably have good Marketing skills.

### 3. POSTING:

Currently the vacancy is available only in Chennai (1) & Mysuru (1).

### 4. COMPENSATION & LEAVE

Consolidated compensation at the following rates shall be paid to the DPRMs (JOOs):

- ❖ First Year - Rs.22500 per month
- ❖ Second Year - Rs.22500 + Annual Increment (AI) up to Rs.2,500 per month\*\* (upto Rs.25,000 per month)
- ❖ Third Year - Rs.22500 + 1st year AI + 2nd year AI up to Rs.3,000 per month\*\* (upto Rs.28,000 per month)

\*\* Maximum component of annual increment based on annual performance appraisal. Minimum annual increment will be Rs.1,500 per month for the second year + Rs.1,500 for the third year.

DPRMs shall be eligible for Eligible for 12 days casual leave for every year of active service i.e. 1 day for every completed month of active service and fraction of a month is ignored.

They shall be also eligible for annual leave for 20 days, 1 day for every 18 days of active service.

#### Minimum performance & Incentives:

- (a) DPRM shall acquire minimum 300 accounts (3 in 1 or Canara Galaxy) per annum of which 30% shall be active. Those who fail to achieve at least 80% of the targets will be classified as non performers and their contract is liable to be terminated.

#### (b) Incentives:

Revenue stream	Target	Min achievement	% of incentive
No of clients	300	240 – 300	Nil
		Above 300	Rs.100 per account
Income generation	3.00 lakhs	2.40 – 3.00	5% of amount exceeding 2.40 lakhs
		3.00 – 4.00	10% of amount exceeding 2.50 lakhs
		4.00 – 5.00	15% of amount exceeding 2.50 lakhs
		Above 5.00	20% of amount exceeding 2.50 lakhs

## 5. SELECTION PROCEDURE:

The selection of DPRMs is on the basis of Short-listing and Interview (video conference)

The Company reserves the right to shortlist requisite number of candidates and only those shortlisted candidates will be called for the Interview. Candidates called for interview shall report at the CO/RO of respective centers. The time & date for Interview (through video conference) will be informed to the shortlisted candidates through email and candidates have to attend for the same at their own cost.

Final selection will be on the basis of marks secured by the candidate in interview.

## 6. CONTRACT PERIOD:

The selected candidates will be on CONTRACT for a period of 3 (three) years from the date of joining **or** the engaged official attaining 66 years of age whichever is earlier. During the term of the contract, the company / JOO can terminate the contract by giving one month's notice. At the end of the contract period, company may, at its sole discretion can be given an extension after performance review, but only till he/she attaining 66 years of age.

## 7. HOW TO APPLY:

Candidates are requested to read the contents of the advertisement and ensure their eligibility before applying.

- Candidates should have a valid personal e-mail id. All the communication will be sent to the candidates on this e-mail id only.

**Applications duly completed in all respects should be sent by REGISTERED POST/SPEED POST only in a cover super scribed "Application for the selection of DPRM (JOO) in CBSL".**

**CHECK THE FOLLOWING BEFORE SENDING THE APPLICATION BY POST:**

**Self attested Copies of the following documents are to be enclosed to the application;**

- Copy of PAN Card
- Copy of relieving order from the services of the Bank.
- Copy of Address Proof.
- Any other relevant documents

**Address for sending completed physical applications:**

**The Senior Manager,  
Canara Bank Securities Ltd  
701, Maker Chambers III  
Nariman Point  
Mumbai 400021**

**8. LAST DATE:** Last date for receipt of application along with copy of relevant documents:

**14 MAY 2016**

**The company shall not be responsible for any loss of application / documents in transit or for rejection of candidature for non-receipt of application. The application received after last date will not be entertained.**

**9. CALL LETTERS:**

The candidates who have been shortlisted will only be called for the Interview and informed **only to the registered e-mail** given by the candidate **by 20<sup>th</sup> May 2016**. Request for sending to different e-mail id subsequently will not be entertained.

Company will not take responsibility for late receipt / non-receipt of call letter / any communication e-mailed due to technical reasons or whatsoever to the candidate. **Hence candidates are requested to keep track of their application status by checking of their registered e-mail account between 18<sup>th</sup> May & 20<sup>th</sup> May 2016.**

**10. GENERAL INSTRUCTIONS:**

- a) Candidates have to apply in the Application provided in the company's website only. No other means of applications shall be entertained.
- b) Candidates will have to appear for the interview at their own expenses.
- c) No correspondence or personal enquires shall be entertained by the company.
- d) The shortlisted candidates are required to submit copy of all the documents at the time of reporting for duty.
- e) Selected candidates shall execute service agreement and code of Conduct Rules of the company.
- f) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Mumbai.
- g) Canvassing in any form will be treated as disqualification.
- h) The company shall not be responsible for an application being rejected which is based on wrong information provided in any advertisement issued by an unauthorized person / institution.
- i) The official engaged should complete the requisite NISM certification course within a period of 6 months.
- j) Selection process shall be through interviews duly complying with parent Bank norms for engaging retired employees.
- k) Performance of the officials engaged on contract shall be reviewed at monthly intervals.

**Candidates in their own interest are advised to submit their applications well in time before the last date for submission and the company does not take any responsibility for the candidates not being able to submit their applications within the last date on account of the reasons beyond the control of the company.**

**Date: 26.04.2016**

**Place: Mumbai**

**GENERAL MANAGER**