



## CANARA BANK SECURITIES LTD.

(A wholly owned subsidiary of Canara Bank)

Member: BSE, NSE

CIN No. U67120MH1996GOI097783

Regd. Office: 7<sup>th</sup> Floor, Maker Chamber III, Nariman Point, Mumbai 400 021

Email: [applications@canmoney.in](mailto:applications@canmoney.in) PH: 022 43603800

Website: [www.canmoney.in](http://www.canmoney.in)

### SELECTION OF TRAINEE (Administration/office Work) 2025

**CANARA BANK SECURITIES LTD. (CBSL)**, engaged in the business of stock broking and depository participants invites application, from the eligible candidates, for selection for the Trainee (**Administration/office Work**) in various departments like Retail dealing, Customer Care/ KYC/IT/Backoffice at the Mumbai Corporate Office.

**Eligible candidates are requested to apply in the prescribed application available in our company's website [www.canmoney.in](http://www.canmoney.in). and mail the duly filled and signed application to [applications@canmoney.in](mailto:applications@canmoney.in).**

**"Please read this advertisement carefully and ensure your eligibility before submitting the application. Candidates who do not have the desired Educational Qualification need not apply"**

Important Date	
Event	Date
Last Date for Receipt of application only through mail.	17/10/2025 (till 06:00 pm)

Note:-

1. For all the above Trainee (**Administration/office Work**) posts, the candidates shall possess computer proficiency.
2. For candidates with work experience in capital markets / financial services, a further relaxation in upper age limit will be considered to the extent of their work experience subject to a maximum of 10 years to all categories of candidates, provided such candidates submit satisfactory proof of relevant work experience.
3. Age Criteria (Minimum 20 years - Maximum 30 years).
4. This engagement in Canara Bank Securities Ltd as a Trainee (**Administration/office Work**) shall not be entailed or construed as employment in Canara Bank Securities Ltd / Canara Bank, and hence, shall not have any claim whatsoever against the Company or Canara Bank.
5. The Company reserves the right to withdraw this advertisement for the selection of Trainees upon receiving an adequate number of applications, at any time before the due date, without assigning any reason thereof.

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

All the eligibility [qualification, age etc.] shall be computed as on 31.08.2025 (inclusive).

Sno	Post	Qualification	Job profile	Work experience
1	TRAINEE ( <b>Administration/office Work</b> )	Graduate in Any Stream with 50% Marks.	We are seeking highly motivated and competitive candidates to join our team.	Candidates having prior experience in the Capital Market will be preferred. Freshers can apply.

**POSTING:**

**1. Corporate Office –**

CANARA BANK SECURITIES LTD  
7<sup>TH</sup> FLOOR, MAKER CHAMBER III  
NARIMAN POINT, MUMBAI – 400021

**2. DP CELL-**

CANARA BANK SECURITIES LIMITED  
NO. 51, 1ST FLOOR, 1ST CROSS, BGSE  
TOWERS, JC ROAD, BANGALORE -560027

**COMPENSATION:** Fixed Stipend of Rs. 22,000/- Per Month and variable pay of Rs.2,000.00 based on satisfactory monthly performance

**HOW TO APPLY:** Candidates are requested to read the contents of the advertisement and ensure their eligibility before applying. Candidates have to **mail** the duly filled and signed application published on website on [applications @canmoney.in](mailto:applications@canmoney.in).

- The name of the candidate and his / her father / husband etc. should be spelt correctly in the application as it appears in the certificates / mark sheets.
- Candidates should take utmost care to furnish the correct details while filling in application. **Submission of incorrect / false information in the application will render the candidature invalid.**
- **All the documents including resume should be self-attested and send while filling in the application. Submission of any documents without self-attestation will be considered invalid and the application will be rejected.**

**NECESSARY ATTACHMENTS ONLINE/OFFLINE: -**

- 1. Self-attested Copies of the following documents are to be attached to the application while sending mail;**
  - Birth Certificate / SSC / SSLC certificate with DOB.
  - Updated Resume
  - Copies of the mark sheets & certificates from SSC/SSLC/X STD, PUC/ 10+2/ Intermediate, Graduation & other qualifications etc.
  - Copies of experience certificates
  - Any other relevant documents

**LAST DATE:** 17/10/2025 (till 06:00 pm only)

**The company shall not be responsible for rejection of candidature for non-receipt of application. The application received after the last date will not be entertained.**

**CALL LETTERS:** Candidates shortlisted will be interviewed online / physically, candidates will be given prior intimation about date & time of the interview on the email id provided by them in their application. 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.

#### **ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:**

Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material information while registering the application and submitting the certified copies / testimonials.

At the time of interview/during selection process, if a candidate is found guilty of using unfair means or impersonating or procuring impersonation by any person; or misbehaving in the interview or taking away any documents from the venue; or resorting to any other irregular or improper means in connection with his/her candidature for the selection; or obtaining support of his/her candidature by any means, such a candidate may in addition to rendering himself/herself liable to criminal prosecution, shall be liable.

- (a) To be disqualified from the interview / selection process for which he / she is a candidate
- (b) To be debarred, either permanently or for a specified period from any examination or selection held by the company.

#### **GENERAL INSTRUCTIONS:**

- a. Candidates have to apply in the Application form provided in the company's website only. No other means of applications shall be entertained.
- b. Calling / admission to the interview is purely provisional without verification of age / qualification / category etc. of the candidates. Mere receipt of intimation for interview does not imply that the company is satisfied about the candidate's eligibility. Candidates should ensure their eligibility before applying / attending the interview. Company reserves right to reject ineligible candidate's applications at any stage.
- c. Decision of the company in all matters regarding eligibility of the candidate, the Stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to selection will be final and binding on the candidate. Further, the company reserves right to stall/cancel the selection partially / fully at any stage during the selection process at its discretion, which will be final and binding on the candidate.
- d. No correspondence or personal enquires shall be entertained by the company.
- e. All the terms and Conditions Applicable to the Trainees will be as per the HR policy 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.

**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: 07/10/2025**

**Place: Mumbai**

**GENERAL MANAGER**