



Human Resources Development Division

Corporate Headquarters
M.A. Road, Srinagar.
Phone No's-0194-2481931-35.

Notification For - HR- Specialist @ J&K Bank (On Contract)

Applications are invited from Retired J&K Bank Officers for the post of HR-Specialist (On Contract) as detailed below:-

➤ **Eligibility Criteria's**

A. Age (as on 01.01.2021):

The age of the retired Officer should not be exceeding 65 years as on 01.01.2021

B. Qualifications:

- i) Should be a Graduate from any Recognized University.
- ii) Honorably retired from the J&K Bank in Scale-IV or above.

C. Experience (as on 01.01.2021):

- i) Should have at least 5 years' of work experience in HR, Law, CCD, S&C, Vigilance, Board/ Chairman Secretariat or in Disciplinary Department of the Bank.
- ii) Retired Officers with superior drafting skills shall be preferred.

D. Job Responsibilities:

For drafting HR rules & Policies.

➤ **Other conditions :**

E. Nature of appointment:-

Purely on Contract basis for a period of 6 months and can be renewed subject to satisfactory performance of the appointee.

F. Compensation for the Contractual Post:

The Contractual engagee shall draw a consolidated remuneration of Rs. 35000/= PM.

G. Placement:

The engagee shall be placed at Corporate Headquarter, M.A. Road Srinagar or any office of the Bank in India as decided by the Management

H. Selection Procedure:

Selection will be through interview only. A preliminary screening of the applications will be carried out for short-listing of eligible candidates and will be called for the interview.

- *Bank reserves the right to reject any application/s or cancel the notification without assigning any reason thereof.*

Please submit your credentials via mail on recruitment@jkbmail.com by or before 21.08.2021.