



International Year
of Cooperatives
Cooperatives Build a Better World



THE JAIPUR CENTRAL CO-OPERATIVE BANK LTD. JAIPUR

दि जयपुर सैन्ट्रल को-ऑपरेटिव बैंक लि., जयपुर

F-1, Nursery Circle, Opp. Vaishali Tower – II, Vaishali Nagar, Jaipur –302021

दूरभाष एवं फ़ैक्स नं. 0141-2358659 E-mail : jccb.adm@rajasthan.gov.in

Sr. No. : JCCB/ADM/F.-147/2025-26/15564

DATED :- 13/06/2025

DETAILED ADVERTISEMENT FOR HIRING OF “CO-OPERATIVE INTERN”

Applications are invited for the post of Co-operative Interns (Contract Basis) under the co-operative intern scheme of Ministry of Cooperation, Govt. of India at The Jaipur Central Co-Operative Bank Ltd, Jaipur. Desirable candidates willing to apply for the post should apply in the prescribed format & Sent by Post or Personally to Managing Director, The Jaipur Central Co-Operative Bank Ltd, Jaipur, F-1, Nursery Circle, Opp. Vaishali Tower – II, Vaishali Nagar, Jaipur –302021 before 23/06/2025 at 05:00 PM.

A) Roles and duties of Intern:

The Intern will discharge following roles and duties:

1. The Intern will coordinate with PACS and other primary cooperatives and provide necessary guidance for the implementation of initiatives taken by Ministry of Cooperation, GoI.
2. Interns will be responsible for solving day to day problems faced by PACS in computerization, preparation of business plans, projects, financing issues, various approvals, etc.
3. He/she will prepare and share weekly status report of the impementation of initiatives taken by Ministry of Cooperation in coordination with DCCB/StCB.

B) The broad terms on which the appointment of resource person would be made are indicated below:

a) Tenure of Internship:

The Cooperative Intern would be engaged on contract basis for one year.

b) Eligibility Criteria:

MBA or equivalent in Marketing Management/ Cooperative Management/Agri Business Management/ Rural Development Management. Proficiency in computer is essential.

c) Age:

Candidate should be minimum of 21 years of age and maximum of 30 years.

d) Remuneration:

The selected cooperative intern will be paid a consolidated monthly remuneration of Rs. 25,000/- (Including Bank's Provident Fund Contribution), Interns may avail 10 days Casual Leave (CL) for the year and no other leaves will be granted. Leaves other than CL to be granted as "Leave without remuneration".

C) Selection Procedure :-

The candidate will be selected by personal interview after due screening of the received application by committee constituted for the purpose.

D) Other Terms And Conditions:-

- i. The internship programme is neither an employment nor an assurance of an employment with the Bank or institutions associated with the Bank and no intern shall have any right or claim for an appointment with Banks by virtue of this internship programme.
- ii. Internship is a fulltime programme and hence interns are required to observe working hours of the Banks. The internship may be discontinued any time without payment of any financial benefit if the performance of the intern is not found satisfactory or the intern is absent without authorization of the Bank. Without prejudice to the foregoing, Bank may terminate the services of the Intern at any time without assigning any reasons.

- iii. The intern shall be required to maintain confidentiality of all the documents/reports and/or any information received by him/her during the internship period, violation of which would entail legal consequences. The Interns will not reveal to any person or organization any information relating to Bank, its business plan and policies which are not available in the public domain.
- iv. The intern shall follow the rules and regulations of the concerned StCB /DCCB.
- v. The Intern shall not reveal to any person/ organization confidential information pertaining to concerned Bank, its work and its policies.
- vi. No intern shall interact with or represent the Bank to the media (print and/or electronic) including social media including face book/twitter handles, etc. They will not post their work on social media without express permission from the competent authority.
- vii. Interns will conduct themselves professionally in their relationship with the Bank and the public in general.
- viii. It may be strictly observed that the conduct of the interns and their access to the data shall be the sole responsibility of the concerned Bank.

Managing Director



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क्रमांक : जेसीसीबी/प्रशा.का./फा.-147/2025-26/15565
13/06/2025

दिनांक

नोटिफिकेशन

सहकारिता मंत्रालय, भारत सरकार द्वारा शुरु की गई पहल का लाभ जमीनी स्तर पर पहुँचाने एवं सहकारी समितियों के लिए आवश्यक क्षमता निर्माण एवं विभिन्न योजनाओं के सुचारु क्रियान्वयन हेतु दि जयपुर सैन्ट्रल को-ऑपरेटिव बैंक लि., जयपुर में Co-operative Interns के एक पद (संविदा आधार पर) के लिए पात्र अभ्यर्थियों से आवेदन आमंत्रित किये जाते हैं। विस्तृत विवरण बैंक की वेबसाइट <https://www.ccbjaipur.com> पर उपलब्ध है।

प्रबन्ध निदेशक



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FOR OFFICE
USE ONLY

Application No.

Application Form for Cooperative Interns

(The Jaipur Central Cooperative Bank Ltd, Jaipur)

AFFIX
PASSPORT
SIZE

PHOTO HERE

1.	NAME OF APPLICANT (IN CAPITAL LETTERS)	
2.	FATHER'S/HUSBAND NAME	
3.	MOTHER'S NAME	
4.	DATE OF BIRTH (DD/MM/YYYY)	
5.	GENDER	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
6.	NATIONALITY	
7.	PERMANENT ADDRESS *	
8.	ADDRESS FOR COMMUNICATION	
9.	CONTACT NUMBER	
10.	EMAIL ID	

EDUCATIONAL QUALIFICATION :

CLASS/DEGREE	STREAM	YEAR OF PASSING	PERCENTAGE/CGPA
10 TH *			
12 TH *			
GRADUATION *			
POST GRADUATION *			
MBA OR EQUIVALENT *			

* Attached Self Attested copy of relevant document.

EXPERIENCE (IF ANY)

DATE

APPLICANT SIGNATURE
