



Ref. No. : Admn/Notice/HIA/Apr24/2024-25

April 26, 2024

**NOTICE**

Applications are invited from the eligible candidates as per the eligible criteria below, for the post of '**Head of Internal Audit (HIA)**' of the Bank.

Eligible criteria for the post of Risk Officer of the Bank are as follows : -

- 1) Experience & Qualification :
  - i) **Experience** : Minimum 5 years working experience in Audit / Risk Management department in Commercial / Cooperative Banks.
  - ii) **Educational Qualification** : Graduate in any scheme.
  - iii) Preference will be given to the candidate having qualification in MBA Finance or CAIIB.
- 2) The person should be more than 35 years of age and not more than 65 years of age as on the date of this notice.
- 3) The person will be paid lumpsum monthly remuneration of Rs.65,000/- per month.
- 4) Interested candidates fulfilling the above criteria, can apply for the above post. They need to submit the hardcopy of application along with supporting documents complying the eligible criteria mentioned above within 24/05/2024 within 3.30 P.M.
- 5) The address for submission of the application are as follows :

**Eastern & North East Frontier Railway Cooperative Bank Ltd.**  
34 A & B Sashi Bhusan Dey Street, Kolkata - 700012.  
Land Mark : Near Santosh Mitra Square ( Lebutala Park )

The application should be addressed to the **Chairman** of the Bank with a mention in the envelop "**Application for the Post of Head of Internal Audit (HIA)**".

Application need to be submitted to the "Chief Manager" of the Bank at 3<sup>rd</sup> Floor in between 12-Noon to 3.30 P.M except on schedule holidays.

  
**Chief Manager**



Chief Manager  
Eastern & North-East Frontier  
Railway Co-operative Bank Ltd.