



CANBANK FACTORS LTD.

(A Subsidiary of Canara Bank)

Reg. Office: #67/1, Kanakapura Main Road (Near Lalbagh West Gate)

Basavanagudi, Bengaluru - 560 004.

Tel No: 080-22420237, 38, 39 Fax: 080-22420240, CIN: U85110KA1991PLC011960

E-mail: canfact.bgl@canbankfactors.com Website: www.canbankfactors.com

Applications are invited for post of Legal Officers On Contract Basis in Canbank Factors Ltd.

Sl. No.	Parameter	Description
1.	Application	Candidates can download the application form from Company Website WWW.CANBANKFACTORS.COM . Application form duly filled up in all respects and signed by the candidate along with applicable Demand Draft (refer point no 3 below) towards fee to be submitted in the following address : The SeniorExecutive Vice President Canbank Factors Ltd No.67/1, Kanakapura Main Road (Near Lalbagh West Gate) Basavanagudi BENGALURU - 560 004
2.	Vacancy	No. Of Vacancies 01 The decision of Management will be final in calling for interview/ Selection/ Posting of Candidates. Out of the present selection, Company at its sole discretion may maintain a waiting list from the present recruitment till 30.09.2023 for any future exigencies.
3.	Fee	DD Rs 250/- DD is to be drawn favoring "Canbank Factors Ltd" drawn on Bengaluru.
4.	Last Date of receipt of application	Duly filled in applications should reach our Registered Office, Bengaluru at the above mentioned address on or before 17.02.2023 by 5.30 P M , duly super scribing "Application for the post of Legal Officer on Contract Basis" on the envelope / cover and application received after the above date/time will not be accepted/entertained.
5.	Interview	The application for post of Legal Officers on contract basis will be shortlisted based on Qualification, experience, suitability/ place of stay and shortlisted candidates will only be called for interview by call letter and / or e-mail. Interview will be held at our Registered Office, Bengaluru. Interview letter/ Mail will be sent only for the short listed candidates.
6.	Salary & emoluments	Rs.45800/- per month. The above consolidated pay shall remain unchanged for the entire one year. In addition to the above: House rent reimbursement as applicable to direct recruits in Officer cadre Conveyance: Petrol reimbursement 25 litre/month Newspaper reimbursement: Presently Rs.270/- per quarter. Tea/coffee-Rs 300/-pm



		<p>Mobile expenses reimbursement-Rs 300/-pm Medical reimbursement-Rs.5500/-per year Group mediclaim policy for coverage of employee and wholly dependent family. PF & Gratuity applicable if any, as per law. Statutory deductions like Income Tax, Professional Tax, TDS etc. if any shall be deducted as per the provisions of the respective Acts.</p>
7	Other Benefits	<p>The employees on contract shall be eligible for 2 days of Casual Leave for every completed month which can be accumulated and availed within the contracted period of one year. They will not be eligible for any other leave as applicable to the regular employees. Unavailed Casual Leave will lapse at the end of the year and cannot be carried over even if the contract period is extended.</p>
8	Contract period	<p>The contract period shall be a period of three years, to be reviewed at the end of each year. Either party may terminate the contract by giving notice in writing/remitting compensation amount: From Employee side: Three months' notice/three months' compensation amount From employer side: One month's notice/one month compensation amount. The Company reserves the right to terminate the services of the contract appointee who fail to show satisfactory performance or even without any reasons by giving one month's notice at any time during the period of contract</p>
9	Job Profile	<ul style="list-style-type: none"> ➤ Follow-up of all suit filed/section 138 of the NPA accounts of branches, guide the branches and panel advocates so as to ensure logical conclusion of all the cases. ➤ Liaison with the Advocates/ Branches with regard to preparation/ and Approval of plaint, follow-up of court cases. ➤ Monitoring and follow up with the Branches for recovery in NPA accounts of the Company. ➤ Checking and sending Loan Documents, EMT documents, LSR, Title Deed, BG Format etc. for vetting which is send to RO ➤ Assisting in any other legal matters whenever required by RO/ Branches. ➤ Such other duties, functions and operations as may be assigned/ entrusted from time to time. ➤ Guiding our branches in Legal matters. ➤ Follow up and monitoring of all the SARFAESI/ DRT related matters. ➤ Follow up, monitoring and guidance in all the NCLT cases to the concerned Branches. ➤ Issue of Statutory Notices U/s 138 of NI Act and Winding Up petition. ➤ Attending the Court in all legal matters relating to our Company if necessary. ➤ Any other works entrusted by MD/SEVP/EVP from time to time.

		The selected candidate shall be designated as ' <i>Legal Officer on Contract basis.</i> '
10	Classification of employees, Applicability of Rules and Regulations and other administrative guidelines	The employees shall be classified as "Employees on Contract" as specified in CANBANK FACTORS LIMITED STAFF RULES of 1994. The designation of the Candidates shall be ' <i>Legal Officer on Contract basis.</i> ' Company Staff rules with regard to "Code of Conduct, Disciplinary Procedure, Appeal and Review" and the "Staff Accountability Policy" shall be applicable to the employees on contract basis also.
11	Other Conditions	<ol style="list-style-type: none"> 1) This recruitment is being made in M/s Canbank Factors Ltd, a Company registered under Companies Act, 1956/2013 and the appointee shall have no lien or claim with Canara Bank or any of its other Subsidiaries / Holding companies whatsoever. 2) The Interview center shall be BENGALURU. The candidate shall attend the interview at his/her own cost. 3) The job is transferable anywhere in India to any of our branches. The selected candidates will be posted anywhere in India, depending on the requirement of the Company. 4) The Company (CBFL) reserves the right to call for interview only the requisite number of candidates based on the screening of applications 5) Incomplete applications received, applications received after the due date will be summarily rejected and the fee will be forfeited. 6) Applications once made will not be allowed to be withdrawn and fee once paid will not be refunded under any circumstances. 7) Candidates should not furnish any particulars that are false/tampered/fabricated. Suppression of any material information while submitting the application or impersonating or misbehaving or resorting to improper means during the interview shall be liable to criminal prosecution besides disqualification from the selection process. 8) Decision of CBFL in all matters regarding eligibility of the candidate, screening of the application, calling for interview, documents to be produced for conduct of interview, selection and any other matter relating to recruitment will be final and binding on the candidate. 9) CBFL reserves the right to stall, cancel the recruitment partially / fully at any stage at its discretion without assigning any reason and this decision shall be binding on the candidate. No correspondence or personal enquiries shall be entertained by the company. 10) The candidates called for interview shall submit all the original documents pertaining to age, qualification, experience, Computer Proficiency etc., at the time of interview for verification. Any candidate found ineligible at this stage shall not be allowed to participate in the interview. 11) Appointment of selected candidate is subject to his / her being declared medically fit and certificate in original shall be submitted from medical authority as prescribed by the

		<p>company.</p> <p>12) Either party may terminate the contract by giving notice in writing during the contract period. From Employee side: Three month's notice/three months' compensation From employer side: One month's notice/one month compensation amount The Company reserves the right to terminate the services of the contract appointee who fail to show satisfactory performance or even without any reasons by giving one month's notice at any time during the period of contract.</p> <p>13) Candidates should write his/her name on the reverse of the Demand Draft sent along with the application.</p> <p>14) The Company (CBFL) will not be responsible for any loss of application in transit or for non-receipt of application at our end or any postal/ delivery delay. Applications received after 17.02.2023 will not be accepted even if the delay is due to reasons beyond control of the candidates.</p> <p>15) The Company reserves its right to change the date/ schedule of interview center/ No. of candidates to be selected after interview at its sole discretion. However, changes if any will be published in our website.</p> <p>16) At the time of interview if called, the Candidates shall produce No Objection Certificate from the current employer if the candidate is working. Upon selection, the candidate should submit "Relieving Letter" from his/her previous employer at the time of joining our company.</p> <p>17) Canvassing in any form will be treated as disqualification.</p> <p>18) The Company will not be responsible for applications being rejected/ not shortlisted for interview.</p> <p>19) Shortlisting and call for interview will be on the basis of the details provided by the candidates in the application, documents submitted along with application, computer knowledge and knowledge of MS Office. The company would be free to reject the candidature of any candidate at any stage of selection process, if he/she is found to be ineligible and /or furnished incorrect or false information/certificates/documents or has suppressed any material facts. Company reserves the right to shortlist requisite number of candidates based on the academic track record of the candidate, experience and suitability of the candidates, as decided by the company and only those shortlisted candidates will be called for interview or for any process as decided by the Company. The Company reserve the right to reject any/all applications without assigning any reason whatsoever.</p> <p>20) The names of candidates shortlisted for the interview for the vacancies will be published in our website along with the details of venue/date/time of interview. All candidates are advised to refer our website for all types of communication/ information on interview/ appointment etc.) Candidates who are not shortlisted for interview will not be intimated separately.</p> <p>21) Candidates are advised to refer our Website (www.canbankfactors.com) in respect to Date/ Venue of Interview/ any other communications/ information.</p>
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Eligibility Criteria (Qualification, Age, Experience etc.).

A Bachelor Degree in Law (LLB/ LLM) and enrolled as an advocate with Bar Council.

Age should be between 21 to 35 years as on 01.01.2023. Relaxation in upper age limit of 5 years for SC/ST candidates and 3 years for OBC candidates is admissible.

2 to 3 years of experience in the Legal Department (as Legal Officer/ Legal Advisor) of a Commercial Bank/ Private Bank/ Financial Institution or a reputed NBFC/with reputed law firm/entity is desirable.

**Sr. Executive Vice President
Canbank Factors Ltd**

