



STATE BANK OF INDIA
Internal Audit Department, Hyderabad

EMPANELMENT OF RETIRED OFFICERS ON SHORT TERM CONTRACT BASIS
REGISTRATION OF OFFLINE APPLICATION: FROM 08.04.2025 TO 22.04.2025
DETAILED INFORMATION WITH TERMS & CONDITIONS

State bank of India invites offline application from retired officials of SBI/ erstwhile Associate Banks (e-ABs) for empanelment as Auditor in CC Audit wing at IAD, Hyderabad. Candidates are requested to apply **OFFLINE** through the application form attached here. The duly filled and signed application with related documents should reach us latest by 22.04.2025 at the address mentioned below:

The Assistant General Manager (HR)
State bank of India
Internal Audit Department
Human Resources Wing,
Corporate Centre,
State Bank Nireekshan Bhavan,
Lingampally Post
Hyderabad – 500019, Telangana

A. Details of posts and selection process:

Post	Retired as Grade	Vacancies						PWD (Horizontal vacancy)				Age as on __.04.2025		Suggested place of posting	Selection procedure
		SC	ST	OBC	EWS	UR	TOTAL	VI	HI	LD	d & e	Min	Max		
CC Auditor	TEGS-VI & VII	3	1	6	2	12	24	--	1	--	--	60	63	Pan India	Shortlisting and Interview

B. Brief description of Roles & Responsibilities:

S.No.	Parameter	Particulars
1	Name of the Position	Retired Officers of the Bank/eABs in the Scale VI to VII shall be considered for empanelment for CC Audit wing on Short Term Assignment Basis. The retired personnel are selected and assigned some time bound specific works for a limited period of time as and when required. Such empanelment will not be for regular and continuous work.
2	Nature of Job	The services of retired officers shall be utilized in the following areas: Retired officials (TEGS VI & VII) with specialized skills/expertise/domain knowledge in Credit/Forex/Treasury/Risk/ Compliance/International Banking / Global Markets/Information Technology/ Information Security/Audit etc., with preference for those who earlier worked in CC establishments for conducting RFIA of Corporate Centre Departments, Validation Audits, Thematic Audits any other Audits / studies as required by Iad/ CC Audit wing.

3	Eligibility Criteria for engagement/ empanelment	<ul style="list-style-type: none"> i. Officers of SBI/e-ABs retired in the Scale of TEGS VI/VIII shall be considered for empanelment for CC Audit wing. ii. The retired official should preferably have work experience in the area of audit. iii. The Applicant should not be more than 63 years of age as on date of advertisement. Empanelment shall be up to a maximum age of 65 years, subject to other conditions regarding renewal of contract. iv. The applicant should have been retired as on the date of submitting the application. The applicant, if already working on any other contractual agreement with the Bank has to submit resignation for that, if offered the assignment of Audit and upon his / her acceptance. v. The Retired Official should maintain good health and not be suffering from any major ailments. vi. The officer should have good track record of performance and deep knowledge of systems and procedures. vii. The officer should have retired from the Bank's service only on attaining superannuation at the age of 60 years. The officers who have voluntarily retired/ resigned/ suspended or left the Bank otherwise before superannuation are not eligible for consideration for engagement. However, any officer, who has completed 58 years of age and 30 years of service/pensionable service (both the conditions need to be satisfied) as on the date of actual separation from the Bank, will be eligible for engagement/empanelment in the Bank on attaining the age of 60 years. viii. The integrity of the officer should not be doubtful during his service. ix. No punishment / penalty (Censure or higher) should have been inflicted on the official during five years of his service in the Bank preceding his retirement. x. Cases of CBI or other Law Enforcement Agencies should not be pending against the official. xi. Retired Officers should preferably be a resident of the area where the branch / outfit is located. In case any retired official is applying for post at his residential place or at a place other than his/her current residential center, the cost of stay, transport etc. has to be borne by him/her. xii. The engagement of retired officers in the Bank shall be on Short Term Assignment Basis and shall not be treated as extension in service for the purpose of pension and other superannuation benefits. xiii. The retired officer will not exercise any administrative/financial power during the period of engagement. xiv. They will not be eligible for any medical facilities under the contract. xv. The retired officers will not accept any assignment with any other organization during the period of their contractual service in the Bank. xvi. The candidates, if called for interview in person, shall attend interview at their own expense.
4	Service Rule	The engaged Retired Official will not be covered under SBI Officers' Service Rules or any other service condition but will be bound by the terms of offer of the appointment.
5	PF/Bonus/Pension/Arrears	The contractual period will not be reckoned as service for the purpose of superannuation benefits/PF/Bonus etc.
6	Termination of Contract	The empanelment of Retired Officers in the Bank shall not be considered as a case of re-employment in the Bank. The Bank/retired officer may cancel/terminate the contract of the empanelment at any time without assigning any reasons with an option of 30 days' notice period.

7	Execution of agreement for contractual engagement	<p>The retired personnel will execute a stamped Service Level Agreement (SLA) before taking up the assignment.</p> <p>During the period of their engagement with the Bank, it is likely that they may come across certain information of critical or secret nature. They will not divulge any information gathered by them during the period of their assignment to anyone who is not authorized to know/have the same.</p>	
8	Income Tax/TDS	<p>Income tax shall be deducted u/s 192 of IT Act. Any other liabilities on remuneration would be deducted at source as per prevailing rate(s) mentioned in the Income Tax Rules or any other rules from time to time.</p>	
9	Leave	<p>As empanelment is on Short Term Assignment Basis, the empaneled official is not eligible for any type of leave. During onsite audit, they are entitled for availing holiday because of Sunday/National Holiday/Holiday as declared by the Bank/Govt under NI Act.</p>	
10	Selection Process (For fresh empanelment)	<p>As per the policy for engagement/empanelment of retired officers. (Category-III- Empanelment for Job Work)</p>	
11	Period of Engagement	<p>The empanelment shall be for minimum 1 year and Maximum 3 years or up to attainment of 65 years of age whichever is earlier, subject to satisfactory performance review and other conditions regarding renewal of contract etc.</p> <p>During the period of contract of service with the Bank, the retired officer will not take up any other assignment with any other organization. The Bank may terminate the services of the ex-officers, in case the Bank found the services of the ex-officers are not up to the satisfaction of the Competent Authority and such decision will be final without any reason.</p>	
12	Remuneration	Retired Grade	Maximum permissible daily compensation/remuneration (Fixed)
		TEGS-VI	Rs 6,000.00
		TEGS-VII	Rs.7,000.00
13	Roles & Responsibilities	<p>The retired officials empaneled will be engaged for conducting RFIA, Validation Audit, Thematic Audit and studies as required by CC Audit wing.</p> <p>The retired officials to do comprehensive in-depth analysis of specific segment of business activities, events, regulatory concerns, emerging risk and any other areas with an aim to measure the impact and covering the adequacy and effectiveness of controls and to recommend improvement measures.</p> <p>The retired official entrusted with audit work has to do pre-audit and post audit work in off-site mode and have to conduct onsite audit, within the man-days allotted and submit the audit report.</p>	
14	Performance Review	<p>IAD will ensure the performance review in HRMS on half yearly basis of each and every retired personnel who is engaged with the Bank. Continuation of engagement of all retired personnel is subject to review of performance by competent authority.</p> <p>In case the performance of retired staff is not found satisfactory, the contract of the engagement/ empanelment of retired staff should be terminated after giving 30 days' notice period or payment of remuneration in lieu thereof.</p>	
15	Discipline conduct / Punctuality	<p>Retired Officer is expected to be disciplined and punctual as per norms applicable to IAD along with following appropriate conduct during their working at the department.</p>	
16	Working Hours	<p>The retired officers will follow the normal working hours on all working days as applicable to the serving officials or as required.</p>	
17	Headquarter	<p>The empaneled retired officials have to declare his/her family headquarters while submitting the application. Outstation is defined as a place other than their family headquarter and IAD, Hyderabad.</p>	