



Bassein Catholic Cooperative Bank Ltd. is a leading Scheduled Co-operative Bank holding AD-1 License for Forex Business, having 64 Branches and with Business Mix of around Rs.12000 crores.

We believe that the ultimate identity and success of our Bank resides in the exceptional quality of our people and their extraordinary efforts. For this reason, we are committed to hiring, developing, motivating, and retaining the best people in the industry.

This 100 plus year-old Bank is looking to hire talented and ambitious individuals for the following position:

Chief Manager / Manager – Legal (Recovery Department)

- **Qualification:**
 - Graduate in any faculty with LLB / LLM.
 - CAIIB will be added advantage.
- **Age & Experience:**
 - Upto 40 years of age
 - Minimum 12-15 years' relevant experience
 - For Chief Manager post, candidate should have minimum 3 years' experience in Senior Management position (i.e. Manager and above) in their past / current organization.
- **Skills & Knowledge:**
 - Good drafting and interpretation of circulars issued by DDR/ RBI and other regulators.
 - Good written and verbal communication skills.
 - Computer and relevant software.
 - Conversant with the Banking Regulation Act, 1949, RBI Act 1934 & its Circulars, Rules & Regulations, The MCS Act 1960, MCS Rules 1961, SARFAESI Act 2002, and other acts applicable to Co-operative Sector.
 - Mortgages/ title of the property/ creation of charge etc. and knowledge of relevant circulars & its amendment from time to time.
- **Key Responsibility Areas:**
 - Drafting of MOU/ Indemnity Bond/ Letter of Understanding/ Deeds/ Power of Attorney/ Declarations/ Public Notices and any other Legal Document as per the requirement.
 - Recovery proceedings under SARFAESI Act 2002 and proceedings of Section 101 of MCS Act 1960 & its execution of recovery certificate.
 - Manage litigations & recovery for Co-operative Banks/ NBFC/ Private Banks/ PSU.
 - To liaison with Bank's panel Advocate for carrying out due diligence of property.
 - Attending & drafting Legal Notices/ Letters received from Statutory Offices/ Advocates and draft replies.

General Information:

- 1- Your candidature will be shortlisted based on the information supplied by you in your application and otherwise. It will be null and void if a material error is discovered at any time or any other information received is not found to the satisfaction of the Bank.
- 2- The Bank will have discretion to reject any application without assigning any reason and no correspondence in this regard will be entertained.
- 3- Decisions of the Bank in all matters regarding eligibility, conduct of interview, other tests and selection would be final and binding on all candidates. No correspondence will be entertained by the Bank in this regard.
- 4- Appointment of selected candidate is subject to his/her being declared medically fit as per the requirement of Bank.

Interested candidates fulfilling the eligibility criteria may apply online by uploading their resume on [Career](http://www.bccb.co.in) Page on Bank's website: www.bccb.co.in by **27th January 2023**.

Head – Human Resources

**Bassein Catholic Co-operative Bank Ltd. (Scheduled Bank), Head Office,
Catholic Bank Building, Papdy, Vasai (W) – 401207.**