



Ministry of Rural Development  
Government of India



**National Centre for  
Excellence of RSETIs (NACER)**  
राष्ट्रीय आरसेटि श्रेष्ठता केंद्र  
(Under the aegis of Ministry of Rural Development)  
(केन्द्रीय ग्रामीण विकास मंत्रालय, भारत सरकार के अधीनस्थ)



**OFFICE OF THE NODAL OFFICER, TGBRSETI  
HEAD OFFICE, TRIPURA GRAMIN BANK  
ABHOYNAGAR-799005, WEST TRIPURA**

Ref No: TGB/RSETI/F.10(iii)/ /2025

Date: 16.05.2025

**ADVERTISEMENT**

Applications from Indian citizens are invited for the following posts for Tripura Gramin Bank Rural Self Employment Training Institute (TGBRSETI) on contract basis for a period of one year (which can be extended up to 3 years) on fixed consolidated salary, for RSETIs at Teliamura and Bishramganj. Apply along with Bio-data, self attested recent photograph, self attested photocopies of documents supporting age (22 years to 40 years), qualification and experience certificate to **Tripura Gramin Bank Rural Self Employment Training Institute, Bishramganj, Sepahijala District Tripura-799103** on working days.

**“Last date for receipt of application is 02/06/2025”**

**1. AGE , QUALIFICATION & EXPERIENCE (As on 16.05.2025)**

Post/Location/Tentative Posts	Particulars
<b><u>Post:</u> Faculty</b>  <b><u>Location:</u> Teliamura, Khowai District &amp; Bishramganj, Sepahijala District.</b>  <b><u>Number of posts:</u> 4 (Four)</b>	<b><u>Qualification/Other Requirement:</u></b> <ul style="list-style-type: none"> <li>• Entry level age should be 22 – 40 years</li> <li>• Shall be Graduate (any i.e., Science/Commerce/Arts)/Post-Graduate; however, preference may be given to MSW/MA in Rural Development/MA in Sociology/Psychology/B.Sc.(Agri. Marketing)/B.A. with B.Ed. etc.</li> <li>• Shall have a flair for teaching and possess sound Computer Knowledge.</li> <li>• Excellent communication skills in the local language essential, fluency in English and Hindi will be an added advantage.</li> <li>• Skills in Typing in Local Language essential.</li> <li>• Typing skills in Hindi/Bengali/English typing, an added advantage.</li> <li>• Previous experience as Faculty preferred.</li> </ul>

	<p><b><u>Salary Structure:</u></b></p> <ul style="list-style-type: none"> <li>Consolidated salary of Rs.30,000-2000x5—Rs.40000/- Annual performance incentive of Rs. 2000/- every year will be based on satisfactory review/ performance of services rendered.</li> <li>Fixed Conveyance Allowance [FCA]: Rs.2500/-pm on declaration basis, subject to completion of minimum number of visits for conducting EAPs, Follow up etc. Otherwise, the Director of the RSETIs shall consider to pay proportionately.</li> <li>Mobile allowance: Rs.300/-pm.</li> <li>EPF,ESI, Gratuity as per rules.</li> </ul> <p><b><u>Selection Process:</u></b></p> <ul style="list-style-type: none"> <li>Written Test to assess General Knowledge and Computer capability. Exam will be conducted through offline mode.</li> <li>Personal Interview will be called in ratio of 1:3 to assess communication ability, leadership qualities, attitude, problem solving ability and ability to get along with the trainees, developmental approach.</li> <li>Demonstration/Presentation to assess teaching skills and communication capability.</li> </ul>
<p><b><u>Post:</u> Office Assistant</b></p> <p><b><u>Location:</u> Teliamura, Khowai District</b></p> <p><b><u>Number of posts:</u> 2 (Two)</b></p>	<p><b><u>Qualification/Other Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Entry level age should be 22 – 40 years</li> <li>Shall be Graduate viz. BSW/BA/B.Com/ with computer knowledge.</li> <li>Knowledge in Basic Accounting is a preferred qualification.</li> <li>Shall be fluent in spoken and written local language.</li> <li>Fluency in Hindi/ English would be an added qualification.</li> <li>Shall be proficient in MS Office (Word and Excel), Tally &amp; Internet.</li> <li>Skills in typing in local language are essential, typing skills in English an added advantage.</li> </ul> <p><b><u>Salary Structure:</u></b></p> <ul style="list-style-type: none"> <li>Consolidated salary of Rs.20,000-1500x5—Rs.27500/- Annual performance incentive of Rs. 1500/- every year will be based on satisfactory review/ performance of services rendered.</li> <li>Fixed Conveyance Allowance [FCA]: Rs.2000/-pm on declaration basis, subject to completion of minimum number of visits for conducting EAPs, Follow up etc. Otherwise, the Director of the RSETIs shall consider to pay proportionately.</li> <li>Mobile allowance: Rs.300/-pm.</li> <li>EPF,ESI, Gratuity as per rules.</li> </ul>

	<p><b><u>Selection Process:</u></b></p> <ul style="list-style-type: none"> <li>• Written Test to assess General Knowledge and Computer capability. Exam will be conducted through offline mode.</li> <li>• Personal Interview will be called in ratio of 1:3 to assess communication ability, leadership qualities, attitude, problem solving ability and ability to get along with the trainees, developmental approach.</li> </ul>
<p><b><u>Post:</u> Attender</b></p> <p><b><u>Location:</u> Teliamura, Khowai District</b></p> <p><b><u>Number of posts:</u> 1 (One)</b></p>	<p><b><u>Qualification/Other Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• Entry level age should be 22 – 40 years.</li> <li>• Should be a Matriculate.</li> <li>• Ability to Read and Write the Local Language preferred.</li> </ul> <p><b><u>Salary Structure:</u></b></p> <ul style="list-style-type: none"> <li>• Consolidated salary of Rs.14000— 1000 x 5 - Rs.19000/- Annual performance incentive of Rs.1000/- every year is based on satisfactory review/performance of services rendered.</li> <li>• Fixed Conveyance Allowance [FCA]: Rs.1000/-pm on declaration basis.</li> <li>• Mobile allowance: Rs.300/-pm.</li> <li>• EPF,ESI, Gratuity as per rules.</li> </ul> <p><b><u>Selection Process:</u></b> Personal Interview will be called to assess communication ability, leadership qualities, attitude, problem solving ability and ability to get along with the trainees, developmental approach.</p>
<p><b><u>Post:</u> Watchman cum Gardener</b></p> <p><b><u>Location:</u> Teliamura, Khowai District</b></p> <p><b><u>Number of posts:</u> 1 (One)</b></p>	<p><b><u>Qualification/Other Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• Entry level age should be 22 – 40 years.</li> <li>• Should have passed 7<sup>th</sup> Standard.</li> <li>• Should have experience preferably in agriculture/gardening/horticulture.</li> </ul> <p><b><u>Salary Structure:</u></b></p> <ul style="list-style-type: none"> <li>• Consolidated salary of Rs.12000— 800 x 5 - Rs.16000/- Annual performance incentive of Rs.1000/- every year is based on satisfactory review/performance of services rendered.</li> <li>• Fixed Conveyance Allowance [FCA]: Rs800/-pm on declaration basis.</li> <li>• Mobile allowance: Rs.300/-pm.</li> <li>• EPF,ESI, Gratuity as per rules.</li> </ul> <p><b><u>Selection Process:</u></b> Personal Interview will be called to assess communication ability, leadership qualities, attitude, problem solving ability and ability to get along with the trainees, developmental approach along with proficiency in gardening.</p>

- 2. SUBMISSION OF APPLICATION:** Eligible candidates have to submit their applications in the given format (Annexure-I). Last date for receipt of application is 02/06/2025 by 5:00 pm and application will be accepted through **speed post** only. No applications shall be entertained beyond the stipulated date. **Incomplete applications will be rejected.**

Address the application, Subscribing “Application for the post of Faculty/Office Assistant/Attender/Watchman cum Gardener on contract basis for the year 2025-26” to “**The Nodal Officer, Tripura Gramin Bank Rural Self Employment Training Institute, Bishramganj, Sepahijala District, Tripura-799103.**”

**3. GENERAL INSTRUCTIONS:**

- a) While applying for the post, the applicant should ensure that he/ she fulfils the eligibility and other norms mentioned above and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/ or that he/ she has furnished any incorrect/ false information or has suppressed any material fact(s), his/ her candidature will automatically stand cancelled. If any of the above shortcoming(s) is/ are detected even after appointment, his/ her contractual appointment is liable to be terminated without any notice.
- b) Mere admission of application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/ her right to be called for interview or written examination.
- c) A candidate can apply for one post only i.e “Faculty” or “Office Assistant” or “Attender” or “Watchman cum Gardener”. If any candidate found to be applying for multiple posts, all of the applications of that candidate will be rejected without any kind of notifications.
- d) In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.
- e) DECISIONS OF BANK IN ALL MATTERS REGARDING ELIGIBILITY, CONDUCT OF INTERVIEW, OTHER TESTS AND SELECTION WOULD BE FINAL AND BINDING ON ALL CANDIDATES. NO REPRESENTATION OR CORRESPONDENCE WILL BE ENTERTAINED BY THE BANK IN THIS REGARD.
- f) BANK RESERVES THE RIGHT TO CANCEL THE RECRUITMENT PROCESS ENTIRELY AT ANY STAGE.
- g) THE BANK TAKES NO RESPONSIBILITY FOR ANY DELAY IN RECEIPT OR LOSS OF ANY COMMUNICATION.
- h) BANK RESERVES THE RIGHT TO DECIDE ON THE PLACE OF POSTING OF ANY SELECTED CANDIDATE TO EITHER OF THE RSETIs.
- i) The Bank reserves the right to change/cancel/modify/add any of the criteria/ selection procedure/ hold supplementary selection process, including conduct of online test, if necessary. The change, if any, shall be intimated to the candidates through our website/ email, in advance.

**Nodal Officer**  
**TGBRSETI**

**APPLICATION FOR THE POST OF FACULTY**

To,  
The Nodal Officer  
TGB RSETI  
Bishramganj, Sepahijala  
Tripura - 799103

Paste  
Passport  
size  
Photograph  
(Please sign across  
the Photograph)

With reference to your advertisement for Recruitment of RSETI personnel dated \_\_\_\_\_ I am submitting my application in the prescribed format.

Post Applied for \_\_\_\_\_

1. NAME (infull): \_\_\_\_\_

2. FATHER's/ HUSBAND'sNAME: \_\_\_\_\_

3. ADDRESS FOR CORRESPONDENCE:

\_\_\_\_\_  
\_\_\_\_\_

4. PERMANENT ADDRESS: (attach addressproof)

\_\_\_\_\_  
\_\_\_\_\_

5. CATEGORY: \_\_\_\_\_

6. If person withDisability:

Typeofdisability: \_\_\_\_\_

Percentage ofdisability: \_\_\_\_\_

7. DATE OF BIRTH (As per 10<sup>th</sup>Certificate): \_\_\_\_\_

8. Age in completed years as on 16.05.2025: \_\_\_\_\_

9. ContactDetails:

MOBILENO: \_\_\_\_\_LANDLINENO.: \_\_\_\_\_E-MAILID: \_\_\_\_\_

10. GENDER: \_\_\_\_\_

11. NATIONALITY: \_\_\_\_\_

12. BIRTHPLACE: \_\_\_\_\_NATIVEPLACE: \_\_\_\_\_

13. RELIGION: \_\_\_\_\_

14. MARITALSTATUS: \_\_\_\_\_

## 15. EDUCATIONAL QUALIFICATIONS :

S.No	Qualification	Full Time / Part Time	Name of Institute/ Board/ University	Year of Passing	Subject/ Specialization	Marks obtained and Percentage /CGPA
1.	Matriculate/10 <sup>th</sup>					
2.	Intermediate /12 <sup>th</sup>					
3.	Graduation					
4.	Post Graduation					
5.	Professional Qualifications					
6.	B. Ed.					

Note: Please attach self attested copy of Educational Professional qualifications

## 16. DETAILS OF PRESENT EMPLOYMENT, IF ANY:

- a) Organization: \_\_\_\_\_
- b) Full Address: \_\_\_\_\_
- c) Position: \_\_\_\_\_
- d) Reporting to: \_\_\_\_\_
- e) Salary/Compensation presently drawn: \_\_\_\_\_
- f) Present Assignment/ Responsibilities: \_\_\_\_\_
- \_\_\_\_\_

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief and I understand that in the event of any information being found incomplete, false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/ appointment for the said post is liable to be cancelled/terminated at any stage and if appointed, my service are liable to be terminated. I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and/or out of said advertisement can be instituted by me only at Agartala and Courts/tribunals/forums at Agartala.

I undertake to abide by all the terms and conditions mentioned in the advertisement dated 16/05/2025 displayed on Bank's website / Newspaper / TGBRSETI Notice Board.

## (Signature of applicant)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Enclosures:

- 1.
- 2.
- 3.
- 4.

**APPLICATION FOR THE POST OF OFFICE ASSISTANT**

To,  
The Nodal Officer  
TGB RSETI  
Bishramganj, Sepahijala  
Tripura - 799103

Paste  
Passport  
size  
Photograph  
(Please sign across  
the Photograph)

With reference to your advertisement for Recruitment of RSETI personnel dated \_\_\_\_\_ I am submitting my application in the prescribed format.

Post Applied for \_\_\_\_\_

17. NAME (infull): \_\_\_\_\_

18. FATHER's/ HUSBAND'sNAME: \_\_\_\_\_

19. ADDRESS FOR CORRESPONDENCE:

\_\_\_\_\_

20. PERMANENT ADDRESS: (attach addressproof)

\_\_\_\_\_

21. CATEGORY: \_\_\_\_\_

22. If person with Disability:

Type of disability: \_\_\_\_\_

Percentage of disability: \_\_\_\_\_

23. DATE OF BIRTH (As per 10<sup>th</sup> Certificate): \_\_\_\_\_

24. Age in completed years as on 16.05.2025: \_\_\_\_\_

25. Contact Details:

MOBILE NO.: \_\_\_\_\_ LANDLINE No.: \_\_\_\_\_ E-MAIL ID: \_\_\_\_\_

26. GENDER: \_\_\_\_\_

27. NATIONALITY: \_\_\_\_\_

28. BIRTHPLACE: \_\_\_\_\_ NATIVEPLACE: \_\_\_\_\_

29. RELIGION: \_\_\_\_\_

30. MARITAL STATUS: \_\_\_\_\_

### 31. EDUCATIONAL QUALIFICATIONS :

S.No	Qualification	Full Time / Part Time	Name of Institute/ Board/ University	Year of Passing	Subject/ Specialization	Marks obtained and Percentage /CGPA
1.	Matriculate/10 <sup>th</sup>					
2.	Intermediate /12 <sup>th</sup>					
3.	Graduation					
4.	Post Graduation					
5.	Professional Qualifications					
6.	B. Ed.					

Note: Please attach self attested copy of Educational Professional qualifications

### 32. DETAILS OF PRESENT EMPLOYMENT, IF ANY:

g) Organization:\_\_\_\_\_

h) Full Address:\_\_\_\_\_

i) Position:\_\_\_\_\_

j) Reporting to:\_\_\_\_\_

k) Salary/Compensation presently drawn:\_\_\_\_\_

l) Present Assignment/ Responsibilities:\_\_\_\_\_

\_\_\_\_\_

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief and I understand that in the event of any information being found incomplete, false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/ appointment for the said post is liable to be cancelled/terminated at any stage and if appointed, my service are liable to be terminated. I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and/or out of said advertisement can be instituted by me only at Agartala and Courts/tribunals/forums at Agartala.

I undertake to abide by all the terms and conditions mentioned in the advertisement dated 16/05/2025 displayed on Bank's website / Newspaper / TGBRSETI Notice Board.

### (Signature of applicant)

Place:\_\_\_\_\_

Date:\_\_\_\_\_

Enclosures:

- 1.
- 2.
- 3.
- 4.



**APPLICATION FOR THE POST OF ATTENDER**

To,  
The Nodal Officer  
TGB RSETI  
Bishramganj, Sepahijala  
Tripura - 799103

Paste  
Passport  
size  
Photograph  
(Please sign across  
the Photograph)

With reference to your advertisement for Recruitment of RSETI personnel dated \_\_\_\_\_ I am submitting my application in the prescribed format.

Post Applied for \_\_\_\_\_

33. NAME (infull): \_\_\_\_\_

34. FATHER's/ HUSBAND'sNAME: \_\_\_\_\_

35. ADDRESS FOR CORRESPONDENCE:

\_\_\_\_\_  
\_\_\_\_\_

36. PERMANENT ADDRESS: (attach addressproof)

\_\_\_\_\_  
\_\_\_\_\_

37. CATEGORY: \_\_\_\_\_

38. If person with Disability:

Type of disability: \_\_\_\_\_

Percentage of disability: \_\_\_\_\_

39. DATE OF BIRTH (As per 10<sup>th</sup> Certificate): \_\_\_\_\_

40. Age in completed years as on 16.05.2025: \_\_\_\_\_

41. Contact Details:

MOBILE NO.: \_\_\_\_\_ LANDLINE No.: \_\_\_\_\_ E-MAIL ID: \_\_\_\_\_

42. GENDER: \_\_\_\_\_

43. NATIONALITY: \_\_\_\_\_

44. BIRTHPLACE: \_\_\_\_\_ NATIVEPLACE: \_\_\_\_\_

45. RELIGION: \_\_\_\_\_

46. MARITAL STATUS: \_\_\_\_\_

#### 47. EDUCATIONAL QUALIFICATIONS :

S.No	Qualification	Full Time / Part Time	Name of Institute/ Board/ University	Year of Passing	Subject/ Specialization	Marks obtained and Percentage /CGPA
1.	Matriculate/10 <sup>th</sup>					
2.	Intermediate /12 <sup>th</sup>					
3.	Graduation					
4.	Post Graduation					
5.	Professional Qualifications					
6.	B. Ed.					

Note: Please attach self attested copy of Educational Professional qualifications

#### 48. DETAILS OF PRESENT EMPLOYMENT, IF ANY:

m) Organization:\_\_\_\_\_

n) Full Address:\_\_\_\_\_

o) Position:\_\_\_\_\_

p) Reporting to:\_\_\_\_\_

q) Salary/Compensation presently drawn:\_\_\_\_\_

r) Present Assignment/ Responsibilities:\_\_\_\_\_

\_\_\_\_\_

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief and I understand that in the event of any information being found incomplete, false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/ appointment for the said post is liable to be cancelled/terminated at any stage and if appointed, my service are liable to be terminated. I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and/or out of said advertisement can be instituted by me only at Agartala and Courts/tribunals/forums at Agartala.

I undertake to abide by all the terms and conditions mentioned in the advertisement dated 16/05/2025 displayed on Bank's website / Newspaper / TGBRSETI Notice Board.

#### (Signature of applicant)

Place:\_\_\_\_\_

Date:\_\_\_\_\_

Enclosures:

- 1.
- 2
- 3.
- 4.

**APPLICATION FOR THE POST OF WATCHMAN CUM GARDENER**

To,  
The Nodal Officer  
TGB RSETI  
Bishramganj, Sepahijala  
Tripura - 799103

Paste  
Passport  
size  
Photograph  
(Please sign across  
the Photograph)

With reference to your advertisement for Recruitment of RSETI personnel dated \_\_\_\_\_ I am submitting my application in the prescribed format.

Post Applied for \_\_\_\_\_

49. NAME (infull): \_\_\_\_\_

50. FATHER's/ HUSBAND'sNAME: \_\_\_\_\_

51. ADDRESS FOR CORRESPONDENCE:

\_\_\_\_\_  
\_\_\_\_\_

52. PERMANENT ADDRESS: (attach addressproof)

\_\_\_\_\_  
\_\_\_\_\_

53. CATEGORY: \_\_\_\_\_

54. If person with Disability:

Type of disability: \_\_\_\_\_

Percentage of disability: \_\_\_\_\_

55. DATE OF BIRTH (As per 10<sup>th</sup> Certificate): \_\_\_\_\_

56. Age in completed years as on 16.05.2025: \_\_\_\_\_

57. Contact Details:

MOBILE NO.: \_\_\_\_\_ LANDLINE No.: \_\_\_\_\_ E-MAIL ID: \_\_\_\_\_

58. GENDER: \_\_\_\_\_

59. NATIONALITY: \_\_\_\_\_

60. BIRTHPLACE: \_\_\_\_\_ NATIVEPLACE: \_\_\_\_\_

61. RELIGION: \_\_\_\_\_

62. MARITAL STATUS: \_\_\_\_\_

**63. EDUCATIONAL QUALIFICATIONS :**

S.No	Qualification	Full Time / Part Time	Name of Institute/ Board/ University	Year of Passing	Subject/ Specialization	Marks obtained and Percentage /CGPA
1.	Matriculate/10 <sup>th</sup>					
2.	Intermediate /12 <sup>th</sup>					
3.	Graduation					
4.	Post Graduation					
5.	Professional Qualifications					
6.	B. Ed.					

Note: Please attach self attested copy of Educational Professional qualifications

**64. DETAILS OF PRESENT EMPLOYMENT, IF ANY:**

s) Organization:\_\_\_\_\_

t) FullAddress:\_\_\_\_\_

u) Position:\_\_\_\_\_

v) Reporting to:\_\_\_\_\_

w) Salary/Compensation presentlydrawn:\_\_\_\_\_

x) Present Assignment/ Responsibilities:\_\_\_\_\_

\_\_\_\_\_

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief and I understand that in the event of any information being found incomplete, false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/ appointment for the said post is liable to be cancelled/terminated at any stage and if appointed, my service are liable to be terminated. I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and/or out of said advertisement can be instituted by me only at Agartala and Courts/tribunals/forums at Agartala.

I undertake to abide by all the terms and conditions mentioned in the advertisement dated 16/05/2025 displayed on Bank's website / Newspaper / TGBRSETI Notice Board.

**(Signature of applicant)**

Place:\_\_\_\_\_

Date:\_\_\_\_\_

Enclosures:

- 1.
- 2
- 3.
- 4.