

The H.P. State Co-op. Agriculture & Rural Dev. Bank Ltd. Kasumpti Shimla-9.

Documents to be submitted along with application for the post of Daily Deposit Collector.

S/No.	List of documents	Issuing Authority
1	Certificate of resident of 8 KMs from the concerned Bank Branch.	HPPWD/Patwari of concerned area .
2	Certificate of passing 10 th , 10+2, graduation and post graduation from a recognized Board/University.	Concerned University/Board.
3	Certificate of passing diploma in Cooperative.	Regional Institute Cooperative Management Chandigarh, Agriculture Cooperative Staff Training Institution Summer Hill Shimla-5, HP Centre for Cooperative Management, Mashobra & other recognized institutions.
4	Diploma in Computer (minimum 1 year from recognized institute).	Any institute recognized by the State Government/ Govt. of India.
5	Certificate to the effect that no member of his/her family is in Govt./Semi Govt. services.	SDO (C)/Tehsildar/ Naib Tehsil of concerned area.
6	Certificate of Bonafide Himachali.	SDO (C)/Tehsildar/ Naib Tehsil of concerned area.
7	Employment registration card.	Employment officer of concerned employment exchange.
8	Certificate belonging to notified backward area or Panchayat.	Concerned SDO (C)/Tehsildar/Naib Tehsildar
9	Certificate of land less family/family having land less than 1 Hect. to be certify by concerned revenue authority.	Concerned SDO (C)/Tehsildar/Naib Tehsildar
10	Certificate of physical disability/impairment with more than 40% disability.	Health and Family Welfare authorities/Medical Boards.
11	NSS (at least as 1 year) certificate holder in NCC. The Bharat Scout and guide. Medal winner in National sports competition.	Concerned Head of Institution. Certificate of medal winner in National level sports competition shall be issued by concerned District Youth services and sports officer/Head of institution.
12	Certificate of BPL family having family annual income (from all sources) below Rupees 40,000/- or as prescribed by the Govt. from time to time.	Concerned BDO by taking the authenticating entries in the pariwar register on the basis of such certificate.
13	Certificate of widow, divorcee, destitute/single woman.	Concerned BDO by taking the authenticating entries in the pariwar register on the basis of such certificate.
14	Single daughter/orphan.	Concerned BDO by taking the authenticating entries in the pariwar register as the basis of such certificate.
15	Experience up to a maximum of 5 years in Government /Semi Govt. organization i.e. LIC/Post Office/Coop. Societies/Banks related to the post applied for (0.50 mark only for each completed year).	Competent authority of the concerned Government /Semi Govt. Department

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Managing Director**