

**BIHAR STATE MINORITIES FINANCIAL CORPORATION LTD., PATNA**  
(Govt. of Bihar Undertaking)  
34, Harding Road (Ali Imam Path), Patna-1  
(www.bsmfc.org, Tel-0612-2204975, Fax-2215994, [Email-minocorpatna@gmail.com](mailto:Email-minocorpatna@gmail.com))  
(CIN No.-U65110BR 1984SGC 001964)

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Advertisement No. ....

Date: .....

**ADVERTISEMENT FOR CONTRACTUAL APPOINTMENT**

Bihar State Minorities Financial Corporation Limited, a Government of Bihar undertaking invites applications for contractual appointment for an initial period of 11 months on following post: -

Sr. No.	Name of the Post	No. of Posts					Honorarium per Month	Upper Age	Minimum Qualification and relevant work experience
		UR	EBC	UR (Female)	SC	Total			
1.	Assistant Manager (Legal and Recovery)	1	0	0	0	1	50,000.00	62	i. Retired BAS / BFS officers not below the rank of the Deputy Secretary or Recovery / Collection Officers of the scheduled commercial banks. ii. The candidate must have an L.L.B. degree with atleast 5 years experience of recovery of public money.

**General Instructions: -**

1. Only Indian Nationals are eligible to apply and the appointment shall be strictly on contract basis for 11 (eleven) months which may be renewed subsequently depending upon satisfactory performance.
2. The mode of selection is through the interview and only shortlisted candidates shall be called for the same. No TA / DA will be admissible for appearing at the interview whatsoever.
3. Mere fulfillment of eligibility conditions as laid down in the advertisement does not entitle a candidate to be called for Interview.
4. Before submitting the application form, the candidate must ensure that she / he fulfills all the required eligibility criteria for the post applied.
5. In case of more than one application by a candidate for the same post, only latest application will be considered.
6. No modifications are allowed after candidate submits the application form. If any discrepancy is found in the information filled by the candidate in the application form and that of the original testimonies, the candidature of such candidate is liable to be rejected.
7. The interested and eligible candidates / applicants have to submit their application (in hard copy) in the prescribed format which may be downloaded from the website [www.bsmfc.org](http://www.bsmfc.org) and send through speed post / courier to the Company Secretary, Bihar State Minorities Financial Corporation Limited, 34, Harding Road, Patna - 800001.

8. The last date for submission of application is 17.03.2025.
9. The candidates must enclose self-attested copies of certificates pertaining to age, caste, mark sheet / certificates of all educational qualifications, membership of professional body (if any), proof of experience and should bring 2 sets of photocopy of all documents at the time of interview.
10. Legal jurisdiction will be Patna only.
11. If, at any stage of the recruitment process or subsequently, it is found that, the applicant:
  - i. has provided wrong information or submitted false documents or
  - ii. has not produced copies of educational qualification or other concerned certificates or
  - iii. has suppressed relevant information or
  - iv. does not meet the eligibility criteria for this recruitment or
  - v. has resorted to unfair means during selection process or
  - vi. is found guilty of impersonation or
  - vii. has created disturbance affecting the smooth conduct of the Personal Interview.

She / he will be liable to be disqualified, prosecuted and debarred for all appointments in BSMFCL and her / his application / appointment will be cancelled / rejected forthwith.
12. Any further information / corrigendum / addendum etc. pertaining to recruitment will be uploaded on the website [www.bsmfc.org](http://www.bsmfc.org) only and as such candidates are advised to visit the same frequently.
13. The Managing Director of BSMFCL reserves the right to cancel / restrict / enlarge / modify / alter the recruitment process, if need so arises, without assigning any reason thereof. BSMFCL may at its discretion, re-conduct interview in case of any eventualities.
14. The decision of the Managing Director of BSMFCL in all matters relating to eligibility criteria, mode of selection, conduct of interviews will be final and binding on the candidates.

Sd/-  
Managing Director

# Bihar State Minorities Financial Corporation Ltd.

(A Govt. of Bihar Undertaking)

## Application Form

1. Advertisement No. : \_\_\_\_\_
2. Name of the post applied for : \_\_\_\_\_
3. Name of the applicant : \_\_\_\_\_
4. Father's/Husband's Name : \_\_\_\_\_
5. Date of Birth : Date \_\_\_\_ Month \_\_\_\_ Year \_\_\_\_\_
6. Gender : \_\_\_\_\_
7. Category : UR/UR(F)/BC-I/BC-II/SC / ST: \_\_\_\_\_
8. Nationality : \_\_\_\_\_
9. Marital Status : \_\_\_\_\_
10. Contact No (withcode) : \_\_\_\_\_  
Mob : \_\_\_\_\_
11. E-mail Id : \_\_\_\_\_

Self-signed Photo

12. Address:(With PIN Code)

a. Permanent:

\_\_\_\_\_  
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b. Correspondence:

\_\_\_\_\_  
.

13. Highest Educational Qualification:(Attach attested photocopy)

Sl. No.	Examination Passed	Name of University/Board	% of Marks obtained	Year of passing	Remarks
1.					
2.					
3.					

14. Details of Experience: (Attach self-attested photocopy)

Sl. No.	Name and address of Institution/Organization	Post held / job responsibility	Period		Field of experience	Years of experience
			From	To		
1.						
2.						

15. Special qualification / experience, if any, regarding post applied for:

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15. Professional Membership (if any) –

16. Last Salary drawn–

17. Language known –Read                      Write                      Speak

English –

Hindi-

18. Whether involved in any criminal case/ law suit at any time? If yes, please give current status with undertaking.

19. Please give your views about the following two statements

i) I want to join Bihar State Minorities Financial Corporation Limited because:

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ii) How would I be useful for the benefit of Bihar State Minorities Financial Corporation Ltd's growth:

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Have you been interviewed for any post in Bihar State Minorities Financial Corporation Limited earlier?

Yes/ No

If yes, provide the details

Post .....

Date of Interview.....

Result .....

**20. List of Attached Documents:-**

- (a).....
- (b).....
- (c).....
- (d).....
- (e).....
- (f).....

**DECLARATION**

I hereby declare that statements made by me in this form are true and complete. If I am appointed and the Corporation finds at any time that any part of the information given by me is incorrect or false or that I have concealed any relevant information, I agree that my appointment shall be liable to summary termination without any notice or compensation and I am liable to refund the expenses incurred by the Corporation on my training etc.

Place: .....

Date:.....

Signature of the Applicant

\*Separate sheet can be used, if required.