



## The Maharashtra State Co-operative Bank Ltd.

(Incorporating The Vidarbha Co-op. Bank Ltd.)  
(Schedule Bank)

Sir Vithaldas Thackersey Smruti Bhavan,  
9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai - 400001.  
Ph. +91-22-69801000/1186  
Email: hrdm@mscbank.org.in • Website: www.mscbank.com

### Advertisement No.03 / MSC Bank / 2025-2026

#### **ENGAGEMENT OF COOPERATIVE INTERNS ON CONTRACT BASIS IN THE MAHARASHTRA STATE COOPERATIVE BANK LTD., MUMBAI AND 15 DISTRICT CENTRAL COOPERATIVE BANKS IN MAHARASHTRA**

The Maharashtra State Cooperative Bank Ltd., (MSC Bank) Mumbai is an apex cooperative Bank in the Maharashtra State, established in 1911 and is a Scheduled Bank. The Bank is operating through its Head Office at Mumbai, 6 Regional Offices and 57 Branches in Maharashtra & having minimum business of Rs.61,947/- Crores & net worth of Rs.5,396/- Crores as on 31 March, 2025. The Bank invites Offline applications from the professional graduates who reside in the Maharashtra State to hire 'Cooperative Intern' on Contractual Basis for a year, each at The Maharashtra State Cooperative Bank Ltd., Mumbai and 15 District Central Cooperative Bank's throughout Maharashtra as per mentioned below.

Candidates fulfilling the prescribed eligibility criteria are requested to apply Offline on or before the timeline indicated. The details of the post, educational qualification, experience, age etc. are as under:-

1. **Name of the Post** : - Cooperative Intern (On Contractual Basis)
2. **Tenure of Contract** : One year
3. **No. of Interns and location**

Sr. No.	Name of the Bank	No. of Interns
1	The Maharashtra State Cooperative Bank Ltd., Mumbai.	01
2	The Mumbai District Central Cooperative Bank Ltd., Mumbai.	01
3	The Ahmednagar District Central Cooperative Bank Ltd., Ahmednagar.	01
4	The Amravati District Central Cooperative Bank Ltd., Amravati.	01
5	The Buldhana District Central Cooperative Bank Ltd., Buldhana.	01
6	The Gadchiroli District Central Cooperative Bank Ltd., Gadchiroli.	01
7	The Jalgaon District Central Cooperative Bank Ltd., Jalgaon.	01
8	The Kolhapur District Central Cooperative Bank Ltd., Kolhapur.	01
9	The Latur District Central Cooperative Bank Ltd., Latur.	01
10	The Osmanabad District Central Cooperative Bank Ltd., Osmanabad.	01
11	The Pune District Central Cooperative Bank Ltd., Pune.	01
12	The Raigad District Central Cooperative Bank Ltd., Raigad.	01
13	The Ratnagiri District Central Cooperative Bank Ltd., Ratnagiri.	01
14	The Sindhudurg District Central Cooperative Bank Ltd., Sindhudurg.	01
15	The Thane District Central Cooperative Bank Ltd., Thane.	01
16	The Wardha District Central Cooperative Bank Ltd., Wardha.	01
	<b>Total</b>	<b>16</b>

#### **4. Objectives Of Scheme :**

- i. To deepen the Cooperative Movement till grassroots level.
- ii. Enable the professional graduates to learn the context and practical Working of cooperatives.
- iii. To expand pool of experienced cooperative professionals. Interns will be responsible for solving day to day problems faced by Primary Agricultural Credit Society (PACS) in computerization, preparation of business plans, projects, financing issues, various approvals etc.





**5. Eligibility :**

"MBA or 02 year Post Graduate Diploma in Management (PGDM)" in Marketing Management/ Cooperative Management/ Agri Business Management / Rural Development Management. [Accredited by All India Council for Technical Education (AICTE)/ University Grants Commission (UGC)].

**6. Essential Qualification :**

Proficiency in computer is essential.

**7. Age limit :**

Candidate should be minimum of 21 years of age and maximum of 30 years as on 30.06.2025, Candidate should have been born not earlier than 30.06.1995.

**8. Posting of Interns :**

Selected Cooperative Interns will be posted each at 15 District Central Cooperative Banks in Maharashtra and The Maharashtra State Cooperative Bank Ltd.,

**9. Remuneration :**

The selected Cooperative Intern will be paid a consolidated monthly remuneration of Rs.25,000/- by respective State Cooperative Bank / District Central Cooperative Banks.

**10. Leave Facility :**

Interns may avail 10 days Casual Leave (CL) for the year and no other leaves will be granted. Leaves other than CL to be granted as "Leave without remuneration". Holidays may be available to the interns as applicable to the respective State Cooperative Bank / District Central Cooperative Banks.

**11. T.A.D.A. :**

T.A.D.A will be provided by respective State Cooperative Bank / District Central Cooperative Banks.

**12. Roles And duties of Intern :**

The Intern will discharge following roles and duties :

- i. The Intern will coordinate with Primary Agricultural Credit Society (PACS) and other primary cooperative and provide necessary guidance for the implementation of initiatives taken by Ministry of Cooperation, Government of India.
- ii. Interns will be responsible for solving day to day problems faced by Primary Agricultural Credit Society (PACS) in computerization, preparation of business plans, projects, financing issues, various approvals, etc.
- iii. He/she will prepare and share weekly status report of the implementation of initiatives taken by Ministry of Cooperation in coordination with State Cooperative Bank / District Central Cooperative Banks.



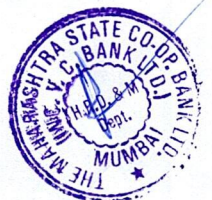


### 13. Other Terms And Conditions :-

- i. The internship programme is neither an employment nor an assurance of an employment with the Bank or institutions associated with the Bank and no intern shall have any right or claim for an appointment with by virtue of this internship programme.
- ii. Internship is a fulltime programme and hence interns are required to observe working hours of the Banks. The internship may be discontinued any time without payment of any financial benefit if the performance of the intern is not found satisfactory or the intern is absent without authorization of the Bank. Without prejudice to the foregoing, Bank may terminate the services of the Intern at any time without assigning any reasons.
- iii. The intern shall be required to maintain confidentiality of all the documents/ reports and / or any information received by him/her during the internship period, violation of which would entail legal consequences. The Interns will not reveal to any person or organization any information relating to Bank, its business plan and policies which are not available in the public domain.
- iv. The intern shall follow the rule and regulations of the concerned State Cooperative Bank / District Central Cooperative Banks.
- v. The Intern shall not reveal to any person/ organization confidential information pertaining to concerned Bank, its work and its policies.
- vi. No intern shall interact with or represent the Bank to the media (print and / or electronic) including social media including face book/twitter handles, etc. They will not post their work on social media without express permission from the competent authority.
- vii. Interns will conduct themselves professionally in their relationship with the Bank and the public in general.
- viii. It may be strictly observed that the conduct of the interns and their access to the data shall be the sole responsibility of the concerned Bank.

### 14. Other Instructions :

1. Candidates may download application form (Annexure-I) from Bank's website <https://www.msccb.com/Careers.aspx>
2. Eligible candidates should submit the duly filled applications along with supporting documents to "The Manager, HRD&M Department, The Maharashtra State Cooperative Bank Ltd, Sir Vithaldas Thackersey Memorial Building, 9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai-400001." in sealed envelope super scribed as "**Application for the post of Cooperative Intern**" on the envelope.
3. Final selection is discretionary power of the Bank / Selection Committee.





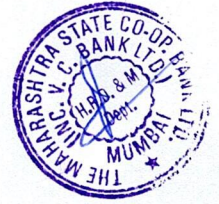
Applications are invited from suitably qualified persons to work on contract basis as "Cooperative Intern" in **THE MAHARASHTRA STATE COOPERATIVE BANK LTD., MUMBAI AND 15 DISTRICT CENTRAL COOPERATIVE BANKS IN MAHARASHTRA.** Applications will be accepted from 22.07.2025 to 11.08.2025 till 5.00 p.m. Applications received after due date will not be entertained.

Only short listed candidates will be called for interview.

**DATE : 22.07.2025**

**PLACE : MUMBAI**

Sd/-  
**( DILIP N. DIGHE )**  
**MANAGING DIRECTOR**





## Annexure - I



### The Maharashtra State Co-operative Bank Ltd.

(Incorporating The Vidarbha Co-op. Bank Ltd.)  
(Schedule Bank)

Sir Vitthaladas Thackersey Smruti Bhavan,  
9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai - 400001.  
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Email: hrdm@mscbank.org.in • Website: www.mscbank.com

#### Note Below:

1. The application should be in the candidate's own handwriting
2. If candidate knowingly or wilfully furnishes incorrect or false particulars or suppresses material information, he will be disqualified, and if appointed, will be liable to dismissal from service without notice.
3. If the space against any item below is insufficient, full particulars should be given on a sheet of paper which should be attached to this application and at the appropriate place in the form, a reference should be given to the sheet attached.

Passport Size  
photo

Signature

Post Applied for : **Cooperative Intern**

1. Name in full (Surname First and in block Capitals)

\_\_\_\_\_

2. Address: Local \_\_\_\_\_

Pin Code \_\_\_\_\_

Permanent \_\_\_\_\_

Pin Code \_\_\_\_\_

3. Date of Birth & Age as on 30.06.2025: \_\_\_\_\_

4. Gender : Male ☐ Female ☐

5. Place of Domicile : \_\_\_\_\_

6. Cast, Religion & Category : \_\_\_\_\_

7. Pan No.: \_\_\_\_\_

8. Aadhar No.: \_\_\_\_\_

9. E-mail ID & Mobile No. \_\_\_\_\_



# **10. Educational Qualification :**

Sr. No.	Examinations passed	Name of the Board of Education or University	Principal Subjects of study	Year of Passing	Class/ Division/ Rank etc.,	Aggregate percentage of marks
	1	2	3	4	5	6
1	Matriculation or its equivalent					
2	Pre-University Intermediate					
3	Bachelor's degree					
4	Master's degree					
5						
6						
7						

Note - Please enclose self-attested photocopies of relevant qualification certificates along with the application form.

## **11. Whether you have successfully completed the 2 year MBA/ PGDM Course (Yes/No):**

(Please note that only those candidates who completed 2 year MBA/ PGDM are eligible to apply. Candidate who are currently pursuing MBA/ PGDM are not eligible to apply)

## **12. MBA/ PGDM specialization :**

(Kindly tick in the appropriate box)

- ☐ Marketing Management
- ☐ Cooperative Management
- ☐ Agri Business Management
- ☐ Rural Development Management
- ☐ Others

## **13. Whether you have completed MS-CIT or equivalent computer certifications (Yes/ No) :**

(Please note that computer certificate is essential)



**14. Additional / Professional qualification :**

Professional Qualification	Year of Passing
JAIIB / CAIIB	
Certification	
Others	

**15. Work experience if any :**

Sr. No.	Employer	Designation	Date of Joining (From)	Date of resignation/ exit (To)	Portfolio handled

**Note - Please enclose self-attested photocopies of relevant experience certificates along with the application form.**

**16. Achievements :**

Sr. No	Particulars	Award/Certificate/ Scholarship	Proficiency in Games/Sports	Proficiency in literary work/art/culture

**17. References of two important Bankers/Professionals/Government Officials:**

(These should be persons resident in India and holders of responsible positions. They should be intimately acquainted with the applicants character and work, but must not be relations.)

Sr. No.	Particulars	Reference 1	Reference 2
1	Full Name		
2	Designation		
3	Organisation		
4	Official Address		
5	Email Id		
6	Telephone/Mobile No.		
7	Aadhar/PAN		

**18. List of photocopies of self-attested documents enclosed with the Annexure-I**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_
- 7) \_\_\_\_\_
- 8) \_\_\_\_\_
- 9) \_\_\_\_\_
- 10) \_\_\_\_\_

**Declaration**

I hereby declare that all the above information is true and correct and I will abide by the decisions of the Bank in respect of all matter pertaining to this recruitment.

Place \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
(Signature of Candidate)