Telangana State Co-operative
Apex Bank Limited
(State Govt. Partnered Scheduled Bank)
Troop Bazar, Hyderabad-500 001
HRM Department :: Ph: 24685559/597 :: url: https://tgcab.bank.in

Notification for engagement of Cooperative Intern for TGCAB in the State of Telangana

The Telangana State Cooperative Bank Ltd., (TGCAB), leading State Cooperative Bank with its Head office at Hyderabad invites application from candidates for engagement of Cooperative Intern (CI) with an ensure that benefits of initiatives initiated by Ministry of Cooperation (MoC), Government of India reach the grass root level and to deepen co-operatives as a true people-based movement and develop a cooperative based economic model.

1. Eligibility Criteria:

Post:	Cooperative Interns (This is not an employment in the Bank)
Qualification:	"***MBA or equivalent*** in Marketing Management / Cooperative Management/Agri Business Management / Rural Development Management" from the recognized University / Institutes approved by Govt. of India or its regulatory bodies. (or) A 2-year course on PGDM (Post Graduate Diploma in Management) awarded by an educational institution accredited by All India Council for Technical Education (AICTE)/ University Grants Commission (UGC) And Proficiency in computer and Telugu language is essential.
Age:	Candidate should be minimum of 21 years of age and maximum of 30 years as on 31.07.2026. i.e., candidates should have been born on or after 01.08.1996, but not later than 31.07.2005 (both dates inclusive)
Duration of Internship:	One Year
Nativity:	Candidate should be a local candidate of the State of Telangana.

2. Vacancies: The no. of vacancies are as under

S.No	Organization Name	Vacancy
1.	Telangana State Cooperative Apex Bank Ltd.	01
	Total	**01**

Selected intern shall be posted in the Head Office of TGCAB. The Telangana State Cooperative Apex Bank Ltd., (TGCAB) may post / transfer the interns to any DCCB in the state of Telangana based on the functional requirements.

3. Remuneration:

The selected Cooperative Intern will be paid a consolidated monthly remuneration of Rs.25,000/- by the organization in which the Cooperative Intern is posted to. TA/DA will be provided on par with the Staff Assistants of TGCAB. The Cooperative Interns are not eligible for any other allowances/benefits.

4. Process of Engagement:

a. The candidates shall be required to submit the duly filled in application (enclosed) by Speed Post only.

b. Mode of selection would be through interview. The short-listed candidates will be communicated about the date of interview through their recorded mail-ids.

c. Final selection shall be made based on the merit list.

d. The candidate will have to join the Bank within the specified time failing which the offer stands cancelled.

5. Selection Procedure:

The candidates shall be required to submit the duly filled in application (enclosed) by Speed Post at the following address:

The Deputy General Manager,
Human Resource Management Department,
The Telangana State Cooperative Bank Ltd.,
#4-1-441, Troop Bazar, Hyderabad – 500 001.

The applications received on or before the last date shall be scrutinized by the Committee appointed by the Bank.

A Merit list will be drawn Organization wise (TGCAB/DCCB) on the basis of marks / percentage obtained in SSC/12th (HSC/10+2) /Graduation/Post Graduation examinations and additional Qualifications, if any.

The candidates shall be placed according to their aggregate marks in descending order.

In case more than one candidate scores same marks in the merit list, such candidate will be ranked in the merit list according to their age in descending order.

The weightage of Marks for Qualification is as follows:

Qualification	Weightage of Marks	Award of Marks
SSC	10	Above 95% - 10 Marks 91% - 95% - 9 Marks 81% - 90% - 8 Marks 61% - 80% - 7 Marks 50% - 60% - 6 Marks Below 50% - 5 Marks
10+2 (Intermediate)	10	
Graduation	10	
Post-Graduation	10	
Additional Qualifications	10	Each additional qualification shall carry 2 marks subject to maximum of 10 marks.
Total	50	

The selected candidates as per the merit list shall receive communication from The Telangana State Cooperative Apex Bank Ltd (TGCAB) to appear for the Documents Verification (DV) at TGCAB Head Office in Hyderabad prior to engagement of Cooperative Interns in the Bank.

Merit list shall be prepared only on the basis of the information filled by the applicant in the application. In case of any discrepancy observed at the time of Document Verification, the applicant will be disqualified summarily.

The vacancy arises due to whatsoever reason shall be filled with the reserve list candidates.

Mere eligibility does not imply that the Bank is satisfied beyond doubt about the candidate's eligibility and shall not vest any right in a candidate for engagement / selection. Bank reserves the right to change / modify the selection / engagement criteria, if necessary.

The candidate who finally selected will receive an email communication from TGCAB.

Working Hours, Holidays & Leaves:

The working hours of CI shall be as that of the Bank. CIs shall be eligible to avail holidays as applicable to the respective Bank.

The CI shall also be eligible for **10 Casual Leaves** for the year and no other kind of leaves shall be allowed. Any other absence in excess of eligible leave shall be treated as "Leave without Remuneration".

Absence without approval of the competent authority shall be treated as unauthorized absence and shall be grounds for termination of the internship without any notice

Appointment and Termination:

- Upon final selection, the Cooperative Intern is required to execute a Service Bond undertaking to serve the Bank for a maximum period of one year from the date of joining the Bank. The Intern must deposit his/her academic qualification certificates at the time of joining. The certificates shall be released on completion of tenure.

- The Internship may be terminated with one (01) month notice from either side.

- In case the Cooperative Intern leaves the organization before the completion of one year, or discontinues the Internship for any reason or reasons whatsoever, the Intern must undertake to compensate the Bank by paying an amount of **Rs. 15,000/- (Rupees Fifteen Thousand only).**

- In case the Cooperative Intern fails to pay the above compensation/amount agreed in the event of leaving the organization or discontinuing the service in the Bank, the Bank is free to take any legal action that it may deem fit and appropriate to recover the said amounts and the Employee hereby agrees not to object for the action initiated by the Bank against him/her.

6. Conduct and Discipline:

In all matters of Conduct and Discipline, the Cooperative Intern shall be governed by the 'Rules and procedures' of the TGCAB.

7. The Intern will discharge following roles and duties:

(a) The Intern will be associated with PACS Cell in TGCAB and with PACS Development Cell (PDC) in the concerned DCCB. The Intern will coordinate with PACS and other primary cooperatives and provide necessary guidance for the implementation of initiatives taken by Ministry of Cooperation, GoI.
(b) Interns will be responsible for solving day to day problems faced by PACS in computerization, preparation of business plans, projects, financing issues, various approvals, etc.
(c) He/she will prepare and share weekly status report of the implementation of initiatives taken by Ministry of Cooperation in coordination with DCCB/StCB.
(d) Any other work allotted by the hiring bank.

8. Other Terms and Conditions:

(a) The tenure of internship will be one year from the date of reporting to the Bank.

(b) 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 Banks by virtue of this internship programme.

(c) 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.

(d) 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.

(e) The intern shall follow the rules and regulations of the TGCAB/DCCB concerned.

(f) The Intern shall not reveal to any person/ organization confidential information pertaining to concerned Bank, its work and its policies.

(g) 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.

(h) Interns will conduct themselves professionally in their relationship with the Bank and the public in general.

(i) The conduct of the interns and their access to the data shall be the sole responsibility of the Bank in which the intern is hired for internship.

(j) Application duly filled in prescribed format (enclosed) along with self-attested copies of all requisite documents and latest photo can be submitted by sending through registered post/speed post to "The Deputy General Manager, HRMD, The Telangana State Cooperative Apex Bank Ltd., #4-1-441, Troop Bazar, Hyderabad – 500 001."

(k) The properly filled in application must reach the office on or before **21.08.2026**.

(l) The Telangana State Co-operative Apex Bank Ltd. reserves the right to cancel or withdraw this advertisement at any time without assigning any reasons whatsoever.

9. Disclaimer:

In case, it is detected at any stage of engagement 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/ their candidature will stand cancelled. If any of these shortcomings is/ are detected even after

appointment, his/ her/ their engagement as an Intern is liable to be terminated / cancelled. Decisions of TGCAB in all matters regarding eligibility, conduct of Scrutiny of Applications / other tests/ selection would be final and binding on all candidates. No representation or correspondence will be entertained by the Bank in this regard.

10. Helpdesk:

In case of any problem in filling up the form, queries regarding Cooperative Internship rules etc., the candidates may contact @ 040-24685536/559 during working days from 10 AM to 5 PM.

Place: Hyderabad
Date: 11.08.2026

Sd/-
DEPUTY GENERAL MANAGER (HRMD)