



**The Tamil Nadu State Apex Co-operative Bank Ltd.**

No.233, NSC Bose Road, Chennai - 600 001.

Tel: 2535 8859, Fax: 044-25340508,

Email: [itrecruitment@tnscbank.com](mailto:itrecruitment@tnscbank.com), Web: [www.tnscbank.com](http://www.tnscbank.com)

**Applications are invited for the posts of**

**Specialist Officers to assist**

**Chief Information Security Officer (CISO)**

**on contract basis**

**Reference No.: C.No. TNSC/15/2024/IT/CISO Recruitment**

**Dated 19/07/2024**

**Issued by:**

**The Managing Director, The Tamil Nadu State Apex Cooperative Bank Ltd.,**

No. 4 (Old No. 233), N.S.C. Bose Road, Chennai - 600 001.

**Contact:** 044-25302359/25302335

**E-mail ID:** [itrecruitment@tnscbank.com](mailto:itrecruitment@tnscbank.com)

**Website:** <https://www.tnscbank.com>

## NOTIFICATION

C.No. TNSC/15/2024/IT/CISO Recruitment

Date: 19.07.2024

The Tamil Nadu State Apex Cooperative Bank Ltd., a Scheduled Cooperative Bank, with a business turnover of over Rs.35,000/- crore, operating in Tamil Nadu, invites applications for the following posts on contract basis, to assist the Chief Information Security Officer (CISO) of the Bankin delivering his duties, preferably with knowledge of Tamil language.

Name of Post	No. of Posts
System Administrator	<b>2</b>
Network Administrator	<b>2</b>
Information Security Specialist	<b>2</b>

<b>Schedule of Events</b>	
Opening date for applying	19.07.2024
Last date for submission of Applications	09.08.2024
Date of Interview	12.09.2024

### Procedure for Applying:

The Application complete in all aspects as per the prescribed format (Annexure I) along with copies of all the documents, as listed in Annexure II, should be sent in a closed envelope superscribed as “**Application for the post of Specialist Officers on contract basis**” to the following address:

The Deputy General Manager (IT) ,  
The Tamil Nadu State Apex Cooperative Bank Ltd.,  
No.4 (Old No.233) , NSC Bose Road, Chennai 600 001.

1.	Post	<b>System Administrator</b>
2	No. of posts	2 (Two only)
3	Qualification	B.E/B.Tech Computer Science / Information Technology / Electronics and Communication Or Master of Computer Applications (MCA)
4	Work Experience	Work experience of 3-5 years in hardware and

		<p>system administration and maintenance.</p> <p>Experience in hardware monitoring and performance tuning.</p> <p>Exposure to Database Administration will be added qualification.</p>
5	Key Skills	<ul style="list-style-type: none"> <li>• Knowledge of various kinds of hardware and operating systems (windows).</li> <li>• Preference will be given to candidates with additional certification in hardware/software.</li> </ul>
6	Age (as on 01.07.2024)	<p>Minimum 25 Years</p> <p>Maximum 35 Years</p>
7	Term of Contract	3 Years (extendable by two years)
8	Remuneration	<ul style="list-style-type: none"> <li>• Consolidated pay equivalent to the cadre of Asst. Manager (Minimum Gross: <b>Rs. 65,000/-</b> per month) (Negotiable based on qualifications and experience)</li> <li>• TA/DA for travel within / outside the state (By Air/Train), as applicable to AM cadre.</li> </ul>
9	Leave	12 days Casual Leave
10	Termination	Three months notice on either side.
11	Job Profile	<ul style="list-style-type: none"> <li>• To assist the Chief Information Security Officer (CISO) of the Bank in performing his duties.</li> <li>• To monitor the security aspects of all the hardware of the Bank in Branches, Training College, Head Office and Data Centre.</li> <li>• To suggest any changes or improvements in the hardware maintenance process and procedure.</li> <li>• To assist the CISO in the setting up of CSOC (Cyber Security Operation Centre) for the Bank according to the requirement.</li> </ul>

1.	Post	<b>Network Administrator</b>
2	No. of posts	2 (Two only)
3	Qualification	B.E/B.Tech Computer Science / Information Technology / Electronics and Communication Or Master of Computer Applications  The applicant should possess any one of the following certifications:  CCNA (Cisco Certified Network Associate) CCNP (Cisco Certified Network Professional)  Or similar certifications
4	Work Experience	Work experience of 3-5 years in network maintenance.  Experience in troubleshooting issues in network hardware like Switches, Routers, Firewalls of any brand (like CISCO, Fortinet, Juniper etc.,)  Experience in configuring and monitoring all kinds of network hardware.
5	Key Skills	<ul style="list-style-type: none"> <li>• Knowledge of various brands of network hardware and operating systems.</li> <li>• Preference will be given to candidates with additional certification in networking.</li> </ul>
6	Age (as on 01.07.2024)	Minimum 25 Years Maximum 35 Years
7	Term of Contract	3 Years (extendable by two years)
8	Remuneration	<ul style="list-style-type: none"> <li>• Consolidated pay equivalent to the cadre of Asst. Manager (Minimum Gross: <b>Rs. 65,000/-</b> per month) (Negotiable based on qualifications and experience)</li> <li>• TA/DA for travel within / outside the state (By Air/Train), as applicable to AM cadre.</li> </ul>
9	Leave	12 days Casual Leave

10	Termination	Three months notice, on either side.
11	Job Profile	<ul style="list-style-type: none"> <li>• To assist the Chief Information Security Officer (CISO) of the Bank in performing his duties.</li> <li>• To monitor the security aspects of all the network equipment deployed in the Bank.</li> <li>• To suggest any changes or improvements in the network hardware and architecture.</li> <li>• To assist the CISO in setting up of CSOC for the Bank according to the requirement.</li> </ul>

1.	Post	<b>Information Security Officer</b>
2	No. of posts	2 (Two only)
3	Qualification	<p>B.E/B.Tech Computer Science / Information Technology / Electronics and Communication Or Master of Computer Applications (MCA) and The applicant should possess any one of the following additional Certifications:</p> <ul style="list-style-type: none"> <li>a) Certified Information Systems Security Professional (CISSP).</li> <li>b) Certified Information Security Manager (CISM).</li> <li>c) Certified Information Systems Auditor (CISA)</li> </ul>
4	Work Experience	<p>Work experience of 3-5 years in Information Security / Cyber Security, preferably in Banks.</p> <p>Experience in handling various information security related roles, identifying security risks.</p> <p>Experience in handling network equipment will be additional qualification.</p> <p>Experience in compliance to various cyber security related guidelines of NABARD and RBI.</p>
5	Key Skills	<ul style="list-style-type: none"> <li>• Knowledge of network security and systems security will be preferable.</li> <li>• Work experience after completion of special certification will be added qualification.</li> </ul>
6	Age (as on 01.07.2024)	Minimum 25 Years; Maximum 35 Years

7	Term of Contract	3 Years (extendable by two years)
8	Remuneration	<ul style="list-style-type: none"> <li>Consolidated pay equivalent to the cadre of Asst. Manager (Minimum Gross: <b>Rs. 65,000/-</b> per month) (Negotiable based on qualifications and experience)</li> <li>TA/DA for travel within / outside the state (By Air/Train), as applicable to AM cadre.</li> </ul>
9	Leave	12 days Casual Leave
10	Termination	Three months notice on either side.
11	Job Profile	<ul style="list-style-type: none"> <li>To assist the Chief Information Security Officer (CISO) of the Bank in performing his duties.</li> <li>To handle IS audit of our Bank and compliance thereto.</li> <li>To plan IS audit in various areas of our IT infrastructure and that in outsourced vendors.</li> <li>To ensure compliance to alerts received from various agencies like NABARD, CERT-IN etc.,</li> <li>To assist the CISO in the setting up of CSOC for the Bank according to the requirement.</li> </ul>

**Selection Procedure:**

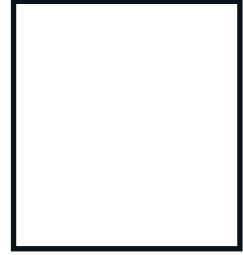
- A preliminary screening of the application will be carried out by the Bank and the candidates will be shortlisted after based on qualifications and experience.
- The shortlisted candidates will be called for an interview by the Expert Committee constituted for the purpose.
- Shortlisted candidates have to make a presentation on their technical skills and exposure to Information Security.
- Verification of documents and credentials presented by the candidate will be done.
- Upon satisfactory performance, eligibility and experience, the Expert Committee will recommend to the Bank for appointment. The decision of the Expert Committee is final and irrevocable.
- The selected candidate is expected to assume charge of the post within one month from the date of receiving appointment order.
- Candidates already in employment, have to get relieving order from the present employer before taking charge as specialist officer in TNSC Bank.

ANNEXURE I

**Application for the post of CISO Support Staff in TNSC Bank**



System Administrator	
Network Administrator	
Information Security Officer	



Please tick the relevant box

The Deputy General Manager,  
TNSC Bank Ltd.,  
No.4, (old 233), NSC Bose Road,  
Chennai 600 001.  
[itrecruitment@tnscbank.com](mailto:itrecruitment@tnscbank.com)

Sub: Application for the post of CISO Support staffin TNSC Bank – On contractual basis–submission of application – Reg.

With reference to your advertisementin newspaper / Bank’s website, I submit my Application for the post of \_\_\_\_\_.

1. Full Name : \_\_\_\_\_

2. Correspondence Address

Permanent Address

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Phone No : \_\_\_\_\_ Email ID: \_\_\_\_\_

Mobile No.s : \_\_\_\_\_ \

3. Date of Birth (as per SSC/SSLC) : \_\_\_\_\_(DD/MM/YYYY)

Age Completed (as on 01.07.2024) : \_\_\_\_\_

4. Gender :

5. Nationality \_\_\_\_\_ Marital Status \_\_\_\_\_ Religion \_\_\_\_\_

6. Fathers Name : \_\_\_\_\_

7. Mother Tongue: \_\_\_\_\_

8. Languages Known    Read                      Write                      Speak

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Educational Qualification (please enclose copies of certificates)

Examination Passed	Name of University	Month & Year of Passing	% of Marks	Class / Grade
Graduation				
PG if any				
Professional				
Others				

10. Work Experience details:

Organisation	Designation	From Date	To Date	Pay Scale	Responsibility	Reporting to	Achievements

11. Whether in service [ ] Yes [ ] No

If No, date of VRS/Resignation : \_\_\_\_\_

Total Years of Service : \_\_\_\_\_

I \_\_\_\_\_ hereby declare that I have read fully and thoroughly understood the contents of the advertisement published in the Bank's website [www.tnscbank.com](http://www.tnscbank.com) and undertake to abide by all the terms and conditions. Further, I declare that all the information and details furnished in the application are true and correct to the best of my knowledge and belief.

Place:

Date:

Signature: \_\_\_\_\_



## ANNEXURE II

### **List of Documents to be enclosed along with the filled in application form**

1. Recent Photo (passport size and colour) should be pasted in the application and signed across.
2. Proof of Date of Birth (SSC/SSLC Certificate).
3. Proof of Identity (Passport, Aadhaar Card, PAN card, Voter ID, Driving License)
4. Attested copies of proof of educational qualification and professional qualifications.
5. Detailed experience certificate, with employer contact details, job profiles handled, nature of projects handled etc.,
6. Any other relevant documents in support of eligibility, work experience and achievements.
7. Originals of all the above documents should be shown to the expert committee at the time of interview.

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