



**BASSEIN CATHOLIC
CO-OPERATIVE BANK LTD.**

(SCHEDULED BANK)

Head Office, Catholic Bank Bldg., Papdy Naka, Vasai (W) – 401207.

Bassein Catholic Co-operative Bank Ltd. is a leading Scheduled Co-operative Bank holding AD-1 License for Forex Business, having 64 Branches in Palghar, Mumbai, Navi Mumbai, Ahmednagar, Nashik, Pune and with a total Business Mix of over ₹13000 Crores.

We believe that the ultimate identity and success of our Bank resides in the exceptional quality of our people and their extraordinary efforts. For this reason, we are committed to hiring, developing, motivating and retaining the best people in the industry.

This 100 plus year old Bank is looking to hire talented and ambitious individuals for the following position:

Assistant Manager II / Deputy Manager II / Manager II / Chief Manager II – Legal & Litigation

✓ **Job Location:** Head Office - Vasai West

✓ **Qualification:**

- Bachelor's Degree in Law (LLB) / Masters Degree in Law (LLM)
- Additional qualification in Banking/Corporate/Financial Laws will be preferred.

✓ **Age:** 35-50 years

✓ **Experience:**

Minimum 7 years of substantial practical experience in litigation, particularly banking and recovery litigation with Co-operative Bank and having practical experience in dealing with the court process.

Candidates having hands-on experience in the following will be preferred:

- Banking and financial institution litigation;
- SARFAESI Act, 2002 proceedings;
- Recovery of Debts and Bankruptcy Act, 1993 and DRT/DRAT matters;
- Maharashtra Co-operative Societies Act, 1960 and proceedings before Co-operative Courts/authorities, DDR, DJR, RCS Pune.
- Civil and criminal litigation relating to banking transactions;
- High Court proceedings;
- Consumer disputes and other regulatory/quasi-judicial proceedings;
- Property, mortgage, title and security-related litigation;
- Insolvency and Bankruptcy Code proceedings;
- Drafting of pleadings, written statements, appeals, applications, affidavits, legal notices and other legal documents.

✓ **Job Profile:**

- Independently handle and monitor litigation matters of the Bank before Courts, Tribunals, DRT/DRAT, Co-operative Courts, High Court, Consumer Forums, NCLT and other judicial/quasi-judicial authorities, DDR, DJR, RCS Pune, Enforcement Agencies etc.
- Provide legal support to the Recovery Department and branches in recovery proceedings.
- Handle legal matters relating to SARFAESI proceedings, possession, auction, sale of secured assets and recovery certificates.
- Monitor DRT/DRAT, Co-operative Court and other recovery proceedings.

- Advise on the Banking Regulation Act, RBI directions applicable to UCBs, Maharashtra Co-operative Societies Act, SARFAESI Act, RDB Act, IBC and other applicable laws.
- Assist the Bank in legal and regulatory compliance matters.
- Panel Advocate Management
- Identify significant legal risks arising from litigation, recovery, documentation and banking transactions.
- Prepare litigation MIS and reports for Senior Management/Board, wherever required.
- Advise departments on measures to minimize legal and litigation risks.

✓ **Skills Required:**

- ✓ Strong legal drafting skills
- ✓ Good knowledge of Banking and Co-operative Laws
- ✓ Ability to independently analyse legal issues
- ✓ Strong litigation case-management skills
- ✓ Ability to brief and effectively co-ordinate with advocates
- ✓ Good communication and negotiation skills
- ✓ High integrity, confidentiality and attention to detail

General Information:

- 1- Your candidature will be shortlisted based on the information supplied by you in your online application and otherwise. It will be null and void if a material error is discovered at any time or any other information received is not found to the satisfaction of the Bank.
- 2- The Bank will have discretion to reject any application without assigning any reason and no correspondence in this regard will be entertained.
- 3- Decision of the Bank in all matters regarding eligibility, conduct of interview, other tests and selection would be final and binding on all candidates. No correspondence will be entertained by the Bank in this regard.
- 4- Appointment of selected candidate is subject to being declared medically fit and a positive background verification.

Eligible candidates fulfilling the eligibility criteria may apply online by uploading their resume on the Career Page of our Bank's website: www.bccb.bank.in by **6th October 2026**.

Assistant General Manager – Human Resources
Bassein Catholic Co-operative Bank Ltd. (Scheduled Bank), Head Office,
Catholic Bank Building, Papdy, Vasai (W) – 401207.