Annexure-B

Guidelines for recruitment of outsourced staff in RSETIs on contractual basis:

Last Date of Receipt of Applications: 19.09.2026

Vacancies proposed to be filled in RSETIs:

Sr.	Name of RSETI	Location of RSETI	Post
			Watchman / Gardener
1	Patan	At Patan Centre, District Patan, North Gujarat	1 (One)

1. **Eligibility Criteria:**

(A) AGE LIMIT: (As on 10.08.2026)- 22-40 Years (Watchman / Gardener)

(B) Qualification:

Watchman /Gardener	Sr. No.	Particulars	Proposed guidelines in line with MoRD
	i	Qualification & Other Requirements	➢ Should have passed 7th Standard. ➢ Should have experience preferably in Agriculture/ Gardening /Horticulture. ➢ Should be known Local Language essential. ➢ Previous experience as Watchman/Gardener will be preferred.
	ii	Salary Structure	i) Consolidated salary of Rs.12000/- per month. (800 x 5Yr = Rs.16000/-) Annual performance incentive of Rs.1000/- every year will be based on satisfactory review/performance of the services rendered. ii) Fixed Conveyance Allowance (FCA): Rs. 800/- per month on declaration basis or otherwise the Director of the RSETI shall consider to pay proportionately. iii) The increments accrued shall be continued at the time of renewal of each contract period and the contract shall be continued till the retirement age of 60 years or the project period whichever is earlier, subject to satisfactory performance and renewal of the contract period from time to time. iv) Mobile allowance: Rs.300/-per month v) EPF, ESI, Gratuity as per rules.

(C) JOB DESCRIPTION OF SUPPORT STAFF AT RSETIs.

(I) WATCHMAN/GARDENER

1. Watch and ward of RSETI Premises.
2. Gardening work and maintenance and upkeep of the RSETI Premises.
3. In case of need to perform the duties of Attendant.
4. Any other work assigned/entrusted by the RSETI Director from time to time.

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(D) Selection Process: The selection process will comprise of:

(i) **Personal Interview** to skill about the Agriculture/ Gardening / Horticulture.

S.N.	Criteria	Watchman / Gardener
1.	Personal Interview	√

- Only those candidates who meet the minimum eligibility criteria as outlined in the advertisement will be considered.

- However, merely satisfying the eligibility norms do not a candidate to be called for interview. The BSVS reserves the right to call only requisite number of candidates for interview after preliminary screening / short listing with reference to candidate's qualifications, suitability, experience etc.

(E) Contract Period:

The contract will be valid for a period of 3 yeas subject to annual review and renewal of the contract once in a year.

(F) Leave:

S.N.	Category of Leave	Period
01.	Casual Leave	12 days per calendar year
02.	Privilege Leave	10 days per year
03.	Sick Leave	10 days per calendar year
04.	Maternity Leave	As per "The Maternity Benefit (Amendment) Act, 2017"
05.	Paternity Leave	15 (fifteen) days per child subject to the conditions as in case of Maternity leave

(G) General Instructions:

a. While applying for the posts, the applicant should ensure that he/ she fulfills the eligibility and other norms mentioned above and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his/her candidature will automatically stand cancelled. If any of the above shortcoming(s) is / are detected even after appointment, his/her contractual appointment is liable to be terminated without any notice.
b. Mere submission of application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/her right to be called for interview.
c. The selected candidate will be required to submit a medical fitness report signed by a district level Medical Officer, prior to joining to confirm his/her current state of health.
d. The offer letter will contain details of contract, effective date, remuneration, duration and clause on renewal of contract subject to satisfactory review once in a year.
e. If either party decides to discontinue the contract, for any reason, whatsoever, the staff member or the organization, will be required to give one month's notice or equivalent salary in lieu thereof.
f. If there is any disciplinary action taken against any selected candidate in his/her earlier organization, the decision of the BSVS trust regarding the selection non-selection of the said candidate, shall be final and binding."
g. The BSVS trust reserves the right to terminate the contract without assigning any reasons. In such case, one-month notice or salary in lieu thereof will be payable by the organization.
h. The new joinee will submit a joining report to the Director, RSETI and complete the required joining formalities.

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(H) SUBMISSION OF APPLICATION :

a. **Eligible candidates have to submit/sent their duly filled and signed applications in the given format (Annexure C) with enclosure of Education Qualification and other relevant document in Hard copy only will be considered valid.**
b. Application received after the last date will not be entertained.
c. Incomplete applications will be rejected. Application for more than one post in one RSETI or more than one RSETIS may be rejected.
d. I**t should reach the address as under on or before 19.09.2026 along with required copy.**

The
Ahthorised Person
Baroda Swarojgar Vikas Sansthan Trust
C/O Bank of Baroda
Regional Office Banaskantha
3rd Floor, Rudra Arcade, Deesa Highway
Near Aroma Circle
Palanpur- 385001

e. **Please sent the application on above mentioned address with title on envelope stating as applicable for post and RSETI i.e PATAN as under:**

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