



CANARA BANK SECURITIES LTD.

(A wholly owned subsidiary of Canara Bank)

Member: BSE, NSE

CIN No. U67120MH1996GOI097783

Regd. Office: 7th Floor, Maker Chamber III, Nariman Point, Mumbai 400 021

Email: applications@canmoney.in PH: 022 43603800

Website: www.canmoney.in

SELECTION OF TRAINEE (Administration/office Work) 2025

CANARA BANK SECURITIES LTD. (CBSL), engaged in the business of stock broking and depository participants invites application, from the eligible candidates, for selection for the Trainee (**Administration/office Work**) in various departments like Retail dealing, Customer Care/ KYC/IT/Backoffice at the Mumbai Corporate Office.

Eligible candidates are requested to apply in the prescribed application available in our company's website www.canmoney.in. and mail the duly filled and signed application to applications@canmoney.in.

"Please read this advertisement carefully and ensure your eligibility before submitting the application. Candidates who do not have the desired Educational Qualification need not apply"

Important Date	
Event	Date
Last Date for Receipt of application only through mail.	17/10/2025 (till 06:00 pm)

Note:-

1. For all the above Trainee (**Administration/office Work**) posts, the candidates shall possess computer proficiency.
2. For candidates with work experience in capital markets / financial services, a further relaxation in upper age limit will be considered to the extent of their work experience subject to a maximum of 10 years to all categories of candidates, provided such candidates submit satisfactory proof of relevant work experience.
3. Age Criteria (Minimum 20 years - Maximum 30 years).
4. This engagement in Canara Bank Securities Ltd as a Trainee (**Administration/office Work**) shall not be entailed or construed as employment in Canara Bank Securities Ltd / Canara Bank, and hence, shall not have any claim whatsoever against the Company or Canara Bank.
5. The Company reserves the right to withdraw this advertisement for the selection of Trainees upon receiving an adequate number of applications, at any time before the due date, without assigning any reason thereof.

ELIGIBILITY CRITERIA & OTHER DETAILS:

All the eligibility [qualification, age etc.] shall be computed as on 31.08.2025 (inclusive).

Sno	Post	Qualification	Job profile	Work experience
1	TRAINEE (Administration/office Work)	Graduate in Any Stream with 50% Marks.	We are seeking highly motivated and competitive candidates to join our team.	Candidates having prior experience in the Capital Market will be preferred. Freshers can apply.

POSTING:

1. Corporate Office –

CANARA BANK SECURITIES LTD
7TH FLOOR, MAKER CHAMBER III
NARIMAN POINT, MUMBAI – 400021

2. DP CELL-

CANARA BANK SECURITIES LIMITED
NO. 51, 1ST FLOOR, 1ST CROSS, BGSE
TOWERS, JC ROAD, BANGALORE -560027

COMPENSATION: Fixed Stipend of Rs. 22,000/- Per Month and variable pay of Rs.2,000.00 based on satisfactory monthly performance

HOW TO APPLY: Candidates are requested to read the contents of the advertisement and ensure their eligibility before applying. Candidates have to **mail** the duly filled and signed application published on website on [applications @canmoney.in](mailto:applications@canmoney.in).

- The name of the candidate and his / her father / husband etc. should be spelt correctly in the application as it appears in the certificates / mark sheets.
- Candidates should take utmost care to furnish the correct details while filling in application. **Submission of incorrect / false information in the application will render the candidature invalid.**
- **All the documents including resume should be self-attested and send while filling in the application. Submission of any documents without self-attestation will be considered invalid and the application will be rejected.**

NECESSARY ATTACHMENTS ONLINE/OFFLINE: -

- 1. Self-attested Copies of the following documents are to be attached to the application while sending mail;**
 - Birth Certificate / SSC / SSLC certificate with DOB.
 - Updated Resume
 - Copies of the mark sheets & certificates from SSC/SSLC/X STD, PUC/ 10+2/ Intermediate, Graduation & other qualifications etc.
 - Copies of experience certificates
 - Any other relevant documents

LAST DATE: 17/10/2025 (till 06:00 pm only)

The company shall not be responsible for rejection of candidature for non-receipt of application. The application received after the last date will not be entertained.

CALL LETTERS: Candidates shortlisted will be interviewed online / physically, candidates will be given prior intimation about date & time of the interview on the email id provided by them in their application. Request for sending to different e-mail id subsequently will not be entertained.

Company will not take responsibility for late receipt / non-receipt of call letter / any communication e-mailed due to technical reasons or whatsoever to the candidate.

ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:

Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material information while registering the application and submitting the certified copies / testimonials.

At the time of interview/during selection process, if a candidate is found guilty of using unfair means or impersonating or procuring impersonation by any person; or misbehaving in the interview or taking away any documents from the venue; or resorting to any other irregular or improper means in connection with his/her candidature for the selection; or obtaining support of his/her candidature by any means, such a candidate may in addition to rendering himself/herself liable to criminal prosecution, shall be liable.

- (a) To be disqualified from the interview / selection process for which he / she is a candidate
- (b) To be debarred, either permanently or for a specified period from any examination or selection held by the company.

GENERAL INSTRUCTIONS:

- a. Candidates have to apply in the Application form provided in the company's website only. No other means of applications shall be entertained.
- b. Calling / admission to the interview is purely provisional without verification of age / qualification / category etc. of the candidates. Mere receipt of intimation for interview does not imply that the company is satisfied about the candidate's eligibility. Candidates should ensure their eligibility before applying / attending the interview. Company reserves right to reject ineligible candidate's applications at any stage.
- c. Decision of the company in all matters regarding eligibility of the candidate, the Stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to selection will be final and binding on the candidate. Further, the company reserves right to stall/cancel the selection partially / fully at any stage during the selection process at its discretion, which will be final and binding on the candidate.
- d. No correspondence or personal enquires shall be entertained by the company.
- e. All the terms and Conditions Applicable to the Trainees will be as per the HR policy of the company.
- f. Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Mumbai.
- g. Canvassing in any form will be treated as disqualification.
- h. The company shall not be responsible for an application being rejected which is based on wrong information provided in any advertisement issued by an Unauthorized person/institution.

Candidates in their own interest are advised to submit their applications well in time before the last date for submission and the company does not take any responsibility for the candidates not being able to submit their applications within the last date on account of the reasons beyond the control of the company.

Date: 07/10/2025

Place: Mumbai

GENERAL MANAGER

Canara Bank Securities Ltd

(Wholly owned subsidiary of CANARA BANK)

Member: BSE, NSE

To,
The General Manager
Canara Bank Securities Ltd
701, Maker Chambers III,
Nariman Point,
Mumbai – 400 021
Email: applications@canmoney.in

Please affix
your recent
passport size
photograph and
sign it across

Sub: -Selection Of Trainee (Administration/Office Work)

(Tick on applying post)

☐ Trainee

Location

Mumbai

 Bengaluru

Candidate Details

[illegible][illegible]

3. Correspondence Address:

				PIN					

Permanent Address:

				PIN					

Phone No. with STD code:	Email
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Mobile No: Alternate Mobile No (if any)

4. Date of Birth [As per DOB Certifi/SSC/SSLC]	DD	MM	YYYY	AGE: (Min-21yrs Max – 30 yrs)** [As on 30.04.2024]	Years	Months	Days

5. **Gender**

MALE	
FEMALE	

 6. **Religion**

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 7. **Nationality**

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8. Marital Status (Single / Married / Widowed/Divorced/Legally Separated) :

9. Category: SC ☐ ST ☐ OBC ☐ UR ☐ (Tick Appropriate Box)

In case you belong to SC / ST / OBC, Name of Sub-Caste or Community Name: _____

In case you belong to SC / ST / OBC category, indicate the

Serial number of Sub-caste as appearing in the Central Government list: _____

Relaxation in age: 5 years for SC/ST & 3 years for OBC. Further relaxation for number of years of experience in Broking business up to a maximum extent of 10 years.

10. (a) Native Place : _____ Taluka: _____

(b) District: _____ State: _____

(c) Mother Tongue: _____

(d) Languages Known:

Languages	Read	Write	Speak

11. Knowledge in Computer: (Tick Appropriate Box)

Proficient: ☐ Working knowledge: ☐

12. Education Qualification [As on 31.08.2025]:

Sl No	Qualification	Specialised Subject	Name of University/Board	Year of Passing	Marks Obtain %	Grade/ Class
1	10 th Std /SSC/SSLC					
2	12 th Std /PUC/HSC					
3	Graduation					
4	Post-Graduation					
5	Professional					
6	Other					

13. Experience Details:

Sl No	Employer Name and Address	Designation / Post held	From Date (D/M/Y)	To Date (D/M/Y)	Duration of Service (Y/M/D)	Nature of work handled	Reason for leaving
1							
2							

14. Particulars of participation in Sports, Athletics, Scouts, NCC, Debates, Dramas or other Extra- Curricular activities in School, College or else where :

15. Hobbies & Interests:

16. a] Have you ever been arrested, prosecuted, kept under detention or bound down / fined / convicted by a Court of Law or whether any case is pending against you in a Court of Law? :
If yes, give full details

b] Have you ever been debarred / disqualified by any institution from appearing at its examination / selection or debarred in any manner from any examination or rusticated by any University or any other educational authority / Institution? If yes, give full details :

c] Is any case pending against you in any University or any other educational authority / IBPS / Institution at the time of filling up this form? :
If yes, give full details

d] Has any case been filed against you at present or in the past by any Bank, Insurance Company etc., for non-payment of any loan taken from them ? If so, please give details :

17 a] In case you are / were an employee of the Government/ Public Sector / Nationalized Bank/ Municipal Corpn. / Private Sector Organization, please state whether there is any disciplinary case pending against you or whether any disciplinary case was taken against you during the last 3 years of your service. If so, please give details :

b] Were you ever removed, discharged/dismissed/made: to resign from such service in the past? If so, please give details. :

18. Any other Information candidate wish to furnish:

Declaration:

I hereby declare that I had read Canara Bank Securities Ltd advertisement published in the company's website fully & thoroughly and understood the contents and I undertake to abide by all the terms & conditions. Further, I certify that all the information furnished in this application are true and correct to the best of my knowledge and belief. I am aware that in case I have given a wrong information or suppressed any material fact or factual information or if I do not satisfy the eligibility criteria according to the advertisement, then my candidature will be rejected / services will be annulled even after permanent employment without giving any notice or reasons thereof. I am willing to serve anywhere in India depending upon the company's requirement and shall abide by the Service & Conduct rules of CBSL applicable from time

to time. I agree that any legal proceedings in respect of any matter or claims arising out of this application or out of the said advertisement can be instituted by me at Mumbai only and the courts situated in Mumbai only shall have sole and exclusive jurisdiction to try any cause / dispute.

Place:

Date:

Signature of the Applicant

FOR OFFICE USE

Application Processed / Scrutinized by:

Checked by:

Name:

Name:

Designation:

Designation:

Date:

Signature

Date:

Signature