

UNION BANK RECRUITMENT PROJECT - 2007(B)



Union Bank of India, a Leading Listed Public Sector Bank with Head Office in Mumbai and all India representation, invites ON-LINE Applications for recruitment to the following posts.

Opening Date for making ON-LINE Applications : **FROM 03.11.2007**
Closing Date for making ON-LINE Applications : **TO 24.11.2007**
(For All Applicants, including those from Far Flung Areas)

Last date for Receipt of System Generated Printed On Line Applications : **01.12.2007**
(At the appropriate Post Office Post Box)

Last date for Receipt of System Generated Printed On Line Applications from Far-flung areas (See Para No. 16) : **08.12.2007**
(At the appropriate Post Office Post Box)

Tentative Date of Written Examination (for Post Codes - 06; 17; 22; 23; 24; & 33) : **03.02.2008**

[PLEASE READ THIS NOTIFICATION CAREFULLY BEFORE SUBMITTING THE ON-LINE APPLICATION]

1: (a) NAME OF THE POST :

POST CODE	POST	SCALE / GRADE	NO. OF VACANCIES	(As on - 30.09.2007) MINIMUM AGE - 21 Years; MAXIMUM AGE (As Below)
01	MANAGER (TECHNICAL)	II	70	35
02	SENIOR MANAGER (CORP. CREDIT & SME)	III	44	35
03	MANAGER (MARKETING - CORP. CREDIT & SME)	II	35	35
04	MANAGER (FOREX)	II	16	35
05	SENIOR MANAGER (TREASURY)	III	3	35
06	ASST. MANAGER (INFORMATION TECHNOLOGY)	I	60	30
07	SENIOR MANAGER (NETWORKING)	III	1	35
08	SENIOR MANAGER (DATA CENTRE)	III	3	35
09	SENIOR MANAGER (IT SECURITY)	III	1	35
10	CHIEF MANAGER (HARDWARE)	IV	1	40
11	CHIEF MANAGER (SOFTWARE)	IV	1	40
12	CHIEF MANAGER (NETWORKING)	IV	1	40
13	CHIEF MANAGER (DATA CENTRE)	IV	1	40
14	CHIEF MANAGER (DATABASE ADMINISTRATION)	IV	1	40

15	ASST. GENERAL MANAGER (INFORMATION TECHNOLOGY)	V	1	45
16	SENIOR MANAGER (SOFTWARE)	III	20	35
17	ASST. MANAGER (LAW)	I	25	30
18	MANAGER (LAW)	II	25	35
19	DY. GENERAL MANAGER (ECONOMIST)	VI	1	50
20	CHIEF MANAGER (ECONOMIST)	IV	1	40
21	SENIOR MANAGER (ECONOMIST)	III	3	35
22	ASST. MANAGER (MARKETING - CASH MANAGEMENT SERVICES)	I	5	30
23	ASST. MANAGER (RURAL DEVELOPMENT)	I	350	30
24	ASST. MANAGER (RISK MANAGEMENT)	I	25	30
25	SENIOR MANAGER (RISK MANAGEMENT)	III	4	35
26	CHIEF MANAGER (CENTRAL ACCOUNTS & TAXATION)	IV	1	40
27	SENIOR MANAGER (RISK MANAGEMENT AUDIT)	III	14	35
28	SENIOR MANAGER (INFORMATION SYSTEM AUDIT)	III	24	35
29	CHIEF MANAGER (INFORMATION SYSTEM AUDIT)	IV	1	40
30	SENIOR MANAGER (LOAN REVIEW MECHANISM / CREDIT AUDIT)	III	2	35
31	ASST. GENERAL MANAGER (HRM)	V	1	45
32	CHIEF MANAGER (HRM)	IV	1	40
33	PROBATIONARY OFFICERS	I	500	30

- ❖ Maximum Age indicated above is for General Category Candidates. Relaxation in Maximum Age for SC / ST / OBC / PWD / Ex-Service Personnel will be as per Government directives. Further relaxation in the Maximum Age may be considered in the absolute discretion of the Bank in case of very highly experienced candidates.
- ❖ Written Examination are scheduled be held for Junior Management Grade / Scale - I (JMGS-I) posts, i.e., for Post Codes 06; 17; 22; 23; 24; & 33. For the other Posts, the selection process will involve a Group Discussion & / or a Personal Interview.
- ❖ **A candidate may submit NOT MORE THAN TWO Multiple On-Line Applications, – only one application from a Scale - I Post and only One application from any other Scale Post**, should he / she meet with the prescribed eligibility criteria for such posts. Separate System Generated Printouts of each On-Line Application Form, Photocopies of Documents, and the prescribed Application Fees shall be submitted for each post of the two posts.

Notes:**2 : ABBREVIATIONS & DEFINITIONS :****1. Category of Persons :**

GEN (UR) - General (Unreserved); **SC** – Scheduled Caste;
ST – Scheduled Tribe; **OBC** – Other Backward Classes.
XSM - Ex-Servicemen

PWD - Persons With Disabilities (Physically Challenged Persons) are persons who are : **OC** – Orthopaedically Challenged; **HI** - Hearing Impaired.
VC - Visually Challenged (Blind / Partially Blind / Low Vision).

2. An **Orthopaedically Challenged (OC)** person is one having a minimum of 40% physical defect or deformity which causes interference with the normal functioning of the bones, muscles and joints and is so certified by a Medical Board appointed by the State Government.

3. **Visually Challenged (VC)** (a) Blindness refers to a person who suffers from either of the following conditions:

- (i) Total absence of sight,
- (ii) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses, or Limitation of the field of vision subtending an angle of 20 degree or worse and so certified by a Medical Board appointed by the State Government.

(b) A person with Low Vision means one with impairment of visual functioning even after treatment of standard refractive correction but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.

4. **Deaf & Hearing Impaired (HI):** (a) Deaf are those persons in whom the sense of hearing is non-functional for ordinary purposes of life, i.e. with total loss of hearing in both ears. They do not hear and understand sounds at all - even with amplified speech.

(b) Hearing impairment means loss of more than 60 decibels in the better ear in the conversational range of frequencies.

3 : RESERVATION IN POSTS :

(a) Reservation in posts for different categories of persons, including backlog under the respective reservation categories is as indicated below:

For 965 Junior Management Grade / Scale (JMGS) – I vacancies, comprising of 60 vacancies of Asst. Manager (IT) – Post Code : 06; 25 vacancies of Asst. Manager (Law) – Post Code : 17; 5 vacancies of Asst. Manager (Marketing - CMS) – Post Code : 22; 350 vacancies of Asst. Manager (Rural Development) – Post Code : 23; 25 vacancies of Asst. Manager (Risk Management) – Post Code : 24; and 500 vacancies of Probationary Officers – Post Code : 33; the reservation in vacancies will be :- SC (150); ST (138); OBC – (353) and GEN (440); within which 39 vacancies for PWD comprising of OC (4); HI (19); VI (16).

For 146 Middle Management Grade / Scale (MMGS) – II vacancies, comprising of 70 vacancies of Manager (Technical) – Post Code : 01; 35 vacancies of Manager (Marketing - CMS) – Post Code : 03; 16 vacancies of Manager (Forex) – Post Code : 04; and 25 vacancies of Manager (Law) - Post Code 18; the reservation in vacancies will be :- SC (34); ST (20); OBC – (40) and GEN (52); within which 09 vacancies for PWD comprising of OC (06); HI (03).

For 119 Middle Management Grade / Scale (MMGS) – III vacancies, comprising of 44 vacancies of Senior Manager (Corporate Credit & SME) – Post Code : 02; 03 vacancies of Senior Manager (Treasury) – Post Code : 05; 1 vacancy of Senior Manager (Networking) – Post Code : 07; 03 vacancies of Senior Manager (Data Centre) – Post Code : 08; 1 vacancy of Senior Manager (IT Security) – Post Code : 09; 20 vacancies of Senior Manager (Software) – Post Code : 16; 03 vacancies of Senior Manager (Economist) – Post Code : 21; 04 vacancies of Senior Manager (Risk Management) – Post Code : 25; 14 vacancies of Senior Manager (Risk Management Audit) – Post Code : 16; 24 vacancies of Senior Manager (Information System Audit) – Post Code : 28; and 02 vacancies of Senior Manager (Loan Review Mechanism / Credit Audit) – Post Code : 30; the reservation in vacancies will be :- SC (22); ST (12); OBC – (41) and GEN (44); within which 04 vacancies for PWD comprising of OC (03); HI (01).

For 9 Senior Management Grade / Scale (SMGS) – IV vacancies, comprising of 1 vacancy each of Chief Manager (Hardware) – Post Code : 10; Chief Manager (Software) – Post Code : 11; Chief Manager (Networking) – Post Code : 12; Chief Manager (Data Centre) – Post Code : 13; Chief Manager (Database Administrator) – Post Code : 14; Chief Manager (Economist) – Post Code : 20; Chief Manager (Central Accounts & Taxation) – Post Code : 26; Chief Manager (Information Systems) – Post Code : 29; and Chief Manager (Human Resources Management) – Post Code : 32; the reservation in vacancies will be :- SC (1); OBC – (2) and GEN (6).

For 2 Senior Management Grade / Scale (SMGS) – V vacancies, comprising of 1 vacancy each of Asst. General Manager (Information Technology) – Post Code : 15; Asst. General Manager (Human Resources Management) – Post Code : 31; will be OBC (1); GEN (1).

The 1 vacancy in Scale – VI of Deputy General Manager (Economist) – Post Code : 19 will be Unreserved (GEN).

As the Reservation for Persons With Disabilities (PWD) Category candidates is on a horizontal basis, the selected candidates will be placed in the appropriate category to which they belong (viz. SC, ST, OBC, and General).

- (b) Candidates belonging to and applying for a post under the reserved OBC Category are required to submit a Certificate regarding his / her "Community" in the format "FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA" (Format available on Bank's website along with this Notification) and the

Certificate should contain the "NON-CREAMY LAYER CLAUSE" based on the Income for the Financial Year ending 31.03.2006 or later. Candidates not producing the above certificate will not be considered under the OBC Category.

- (c) The number of vacancies as also the number of reserved vacancies is provisional and may vary according to the actual requirement of the Bank.
- (d) In case of non-availability of reserved candidates, the Bank reserves its right to inter-change these categories as per Government Directives.

- (e) It is clarified that it may not be possible to employ candidates belonging to PWD Category in all Offices/Branches of the Bank and they will have to work in the post identified by the Bank as suitable for them.
- (f) The selected candidate is liable to be posted, at the sole discretion of the Bank and as per its exigencies, at any of the Bank's Branches / Offices, anywhere in the State for which he has applied.

4 : RELAXATION IN UPPER AGE LIMIT :

The candidate in the General Category should have completed as on 30.09.2007 the Minimum Age of 21 years and should not have completed the Maximum Age as indicated in Para 1 above.

Relaxation in the upper age limit for reserved posts is available as follows:

- i) Scheduled Caste / Scheduled Tribe candidates by 5 years.
- ii) Other Backward Classes candidates by 3 years.
- iii) Persons with Disability (PWD) by 10 years on cumulative basis. The cumulative age relaxation for PWD category candidates will therefore be (a) by 15 years (10 + 5) for SC/ST; (b) by 13 years (10 + 3) for OBC; and (c) by 10 years (0 + 10) for General Candidates, subject to such cumulative relaxation not taking the age of the candidate to beyond 50 years as on the date of his joining the service of the Bank.
- iv) All persons who have ordinarily been domiciled in Kashmir Division of J & K State during 01.01.1980 to 31.12.1989 by 5 years. Persons eligible for age relaxation under this criterion must produce the domicile certificate from the District Magistrate in the Kashmir Division within whose jurisdiction he/she had ordinarily resided or any other authority designated in this regard by Government of Jammu & Kashmir to the effect that the candidate had ordinarily been domiciled in the Kashmir Division of the State of J & K during 01.01.1980 to 31.12.1989.
- v) The Children / Family Members of those who died in the 1984 riots by 5 years. Persons eligible for age relaxation under this criterion must produce a certificate from the District Magistrate to the effect that they are eligible for relief in terms of the Rehabilitation Package for 1984 Riot Affected Persons sanctioned by the Government and communicated vide Ministry of Finance, Dept. of Financial Services communication No.F.No.9/21/2006-IR dated 27.07.2007).
- vi) Ex-servicemen who fulfill the revised definition as laid down in Government of India, Ministry of Home Affairs, Department of Personnel & Administrative Reforms Notification No.36034/5/85/Estt(SCT) dated 27.10.1986, as amended from time to time, who have put in not less than 6 months continuous service in the Armed Forces shall be allowed the benefit of age relaxation by deducting the length of such service from his actual age and the resultant age should not exceed the Maximum Age Limit prescribed for the post for which he / she seeks appointment, by more than 3 years. The 'ex-serviceman' status for the purpose of re-employment in Government of an Ex-Serviceman ceases once he has joined a government job on the civil side on re-employment, after availing of the benefits given to him as an ex-serviceman.

5 : ELIGIBILITY CRITERIA:

(i) Nationality / Citizenship:

A candidate must be either (i) a Citizen of India or (ii) a subject of Nepal or (iii) a subject of Bhutan or (iv) a Tibetan Refugee who came over to India before 1st Jan. 1962 with the

intention of permanently settling in India or (v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India, provided that a candidate belonging to categories (ii), (iii), (iv) & (v) above shall be a person in whose favour a certificate of eligibility has been issued by the Govt. of India. A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination &/or interview but on final selection the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

(ii) Applications from serving employees :

Subject to their fulfilling the eligibility criteria, **employees of Union Bank of India may also apply through proper channel** for the aforesaid posts. Such candidates, if selected, shall resign from their present positions in the bank and re-join the Bank's service afresh.

(iii) Educational Qualifications & Post-Qualification Work Experience :

- (i) ***The Educational Qualifications prescribed for the post is the minimum. Candidates must possess these qualifications as on 30.09.2007 (inclusive) and MUST ATTACH TO THE SYSTEM GENERATED PRINTED ON-LINE APPLICATION FORM, PROOF THEREOF, i.e., clear and legible photocopies of the (a) UNIVERSITY FINAL DEGREE PASSING (CONVOCATION) CERTIFICATE. (Provisional Degree Passing Certificate will be accepted only in case of those candidates who have passed the Degree Final Examination during the last 1 year, i.e., after the year 2006 and the University has not conferred the Degree on the applicant) AND (b) YEAR-WISE / SEMESTER-WISE MARK SHEET FOR EACH YEAR / SEMESTER IN RESPECT OF THE DEGREE EXAMINATIONS from the concerned University along with the Application Form as indicated in Para 13(d) of this Notification. SYSTEM GENERATED PRINTED ONLINE APPLICATIONS NOT FULFILLING THIS CRITERION WILL BE SUMMARILY REJECTED.***
- (ii) The Percentage of Marks stipulated for the Educational Qualification for each post is for General Category Candidates. Candidates belonging to the Reserved Category (SC / ST / OBC / PWD), filling in vacancies reserved for the relevant category, will be entitled to a relaxation of 5% Marks in relation to that stipulated for General Category Candidates. *Candidates belonging to SC / ST / OBC / PWD Categories, filling in "Unreserved" Vacancies, will not be entitled to the above referred relaxation.*
- (iii) ***A clear and legible photocopy of the relevant Computer Course Passing Certificate should support the stipulation of having completed the Computer Awareness & Office Automation Course for duration of minimum 60 hours. The requirement of having completed the Computer Awareness & Automation Course will be waived in case of those Graduates having Computer Awareness or Knowledge as part of the curriculum at the Degree level and this fact should be indicated in the Application Form and also evidenced by an duly highlighted entry of the subject in the relevant Mark Sheet, which should be attached to the System Generated On-Line Application Form. SYSTEM GENERATED ONLINE APPLICATIONS NOT FULFILLING THIS CRITERION WILL BE SUMMARILY REJECTED.***

- (iv) For posts where Work Experience is essential / desirable, it should be **full time, relevant to the post applied for, and should be post-qualification, i.e., it will be counted from the date of acquiring the prescribed qualification till 30.09.2007 (inclusive)**. The candidate will ensure to provide proof of having the work experience claiming to have possessed.

6: POST-WISE ELIGIBILITY CRITERIA:

(1) POST CODE - 01 : 70 Manager (Technical) in MMGS-II for Corporate Credit & SME Department :

Educational Qualifications:

- (1) B.E. / B.Tech. Degree in Civil / Mechanical / Production / Metallurgy / Electrical / Electronics & Telecommunication / Computer Science / Information Technology / Textile / Chemical Engineering with 50% marks in the aggregate (45% for Reserved Category candidates) from a AICTE Accredited institution;
- AND
- (2) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level.

Work Experience:

2 years' Post-Qualification industrial experience in the relevant field or in a Bank or Financial Institution or Public Sector Undertaking. with exposure in preparing techno-economic feasibility reports of projects of medium to large size, handling implementation of medium to large industries, and having knowledge of various aspects of setting-up industrial units in backward and forward areas is desirable.

Selection Process:

Through a Group Discussion & / or Personal Interview.

(2) POST CODE - 02 : 44 Senior Manager (Corporate Credit & SME) in MMGS III :

Educational Qualifications:

- (1) Any Graduate Degree with 50% marks in the aggregate (45% for Reserved Category candidates) from a UGC recognized University;
- AND
- (2) An Associate Member (ACA) of the Institute of Chartered Accountants of India (ICAI);
- AND
- (3) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level.

Work Experience:

2 years' Post-Qualification work experience in Credit Appraisal & Processing in a Bank or Financial Institution or Public Sector Undertaking, is desirable.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(3) POST CODE - 03 : 35 Manager (Marketing Corporate Credit & SME) in MMGS-II :**Educational Qualifications:**

- (1) Any Graduate Degree with 50% marks in aggregate (45% for Reserved Category Candidates) from a UGC recognised / AICTE Accredited University / Institution;
AND
- (2) A Masters in Business Administration (MBA) or Masters in Management Studies (MMS) Degree, with specialization in Marketing & / or Finance, with minimum 50% marks in the aggregate (45% for Reserved Category candidates from a UGC recognised / AICTE Accredited University / Institution);
AND
- (3) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

A Minimum of 2 years' Post-Qualification experience in selling / marketing of Financial Asset (Loan) Products in a Bank or Financial Institution or Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(4) POST CODE - 04 : 16 MANAGER (FOREX) in MMGS-II**Educational Qualifications:**

- (1) A Graduate Degree in Commerce / Banking / Business Administration with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;
AND
- (2) (a) A Masters in Business Administration (MBA) Degree,
or
(b) A Masters in Management Studies (MMS) Degree, with specialization in Finance,
or
(c) A Masters in Finance & Control (MFC) Degree,
or
(d) A Certified Financial Analyst from a AICTE Accredited institute, with minimum 50% marks in the aggregate (45% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;
AND
- (3) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

Minimum of 2 year's experience in a reputed Investment or Banking or Financial Services Company or an Authorised Forex Dealer or a Financial Broking Company or Public Sector Undertaking as Dealer in Currency / Bullion / Equity & Stocks or Marketing of Financial Stocks & Securities / Derivatives.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(5) POST CODE - 05 : 3 SENIOR MANAGER (TREASURY) in MMGS-III.**Educational Qualifications:**

(1) (a) A B.E. / B. Tech. Degree in Computer Science or Information Technology or Electronics & Telecommunications, with 50% marks in the aggregate (45% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution,

OR

(b) Any Graduate Degree with 50% marks in the aggregate (45% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

and

(i) A Masters in Computer Applications (MCA) Degree with 50% marks in the aggregate (45% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

or

(ii) A 'B' Level Qualification of DOEACC Society with 50% marks in the aggregate (45% for Reserved Category candidates);

AND

(2) Oracle Certified Professional (OCP) - Data Base Administrator Certification.

Work Experience:

A minimum of 3 years' experience in Applications / Systems relating to Treasury Operations in a Bank or a Financial Institution or Public Sector Undertaking.

Job Content:

Marketing Derivatives and other Forex Products as well as deployment in Foreign Exchange Department / Forex Dealing Branches.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(6) POST CODE - 06 : 73 ASST. MANAGER (INFORMATION TECHNOLOGY) in JMGS-I**Educational Qualifications:**

(1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55%

marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

OR

(b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE accredited University / Institution;

and

(i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

or

(ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates)

Work Experience:

A minimum post-qualification experience of 1 year in an IT related environment.

Selection Process:

Through a Written Test & a Personal Interview

(7) POST CODE - 07 : 1 SENIOR MANAGER (NETWORKING) in MMGS-III

Educational Qualifications:

(1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

OR

(b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

and

(i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

or

(ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates);

AND

(2) Cisco Certified Network Associate (CCNA) Certification.

Work Experience:

(1) A minimum post-qualification experience of 4 years in Designing & Implementing Network, in a Bank / Financial Institution / Public Sector Undertaking, having built-in redundancy for Disaster Recovery. (2) Should have a sound knowledge of Routers, Switches, etc., and experience with a Service Provider.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(8) POST CODE - 08 : 3 SENIOR MANAGER (DATA CENTRE) in MMGS-III**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
- OR
- (c) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;
- and
- (i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
- or
- (ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates);
- AND
- (2) Sun Solaris / HP UX / IBM AIX Certified Administrator Certification.

Work Experience:

A minimum Post-Qualification experience of 4 years in maintaining Data Centre Environmental Infrastructure, RISC Servers, Storage for running On-Line Transaction System, in a Bank / Financial Institution / Public Sector Undertaking, having Data Centre & Disaster Recovery Site.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(9) POST CODE - 09 : 1 SENIOR MANAGER (IT SECURITY) in MMGS-III**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
- OR
- (b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE accredited University / Institution;
- and
- (i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
- or
- (ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates);

AND

- (2) Certified Information Systems Auditor (CISA) / Certified Information Systems Security Professional (CISSP) / Certified Information Security Manager (CISM) Certification.

Work Experience:

A minimum Post-Qualification experience of 4 years in Firewalls, NIDS, Implementing Enterprise wide Anti Virus Solution, in a Bank / Financial Institution / Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(10) POST CODE - 10 : 1 CHIEF MANAGER (HARDWARE) in SMGS-IV**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

OR

- (b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

and

- (i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

or

- (ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates)

Work Experience:

A minimum Post-Qualification experience of 7 years of which 3 years in Hardware Procurement, Operation & Performance Evaluation of Servers, etc., in a large Data Centre, preferably of a Bank / Financial Institution or Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(11) POST CODE - 11 : 1 CHIEF MANAGER (SOFTWARE) in SMGS-IV**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

OR

- (b) Any Graduate Degree with 55% marks in the aggregate (50% for

Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

and

(i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

or

(ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates)

Work Experience:

A minimum post-qualification experience of 7 years, of which 3 years in Software Selection / Development / Deployment / Operation / Testing and Writing SRS for a large Enterprise or Public Sector Bank / Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(12) POST CODE - 12 : 1 CHIEF MANAGER (NETWORKING) in SMGS-IV

Educational Qualifications:

(1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

OR

(b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

and

(i) A Master in Computer Application Degree with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

or

(ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates);

AND

(2) Cisco Certified Network Associate (CCNA) Certification.

Work Experience:

A minimum post-qualification experience of 7 years, of which 4 years in Designing & Implementing Network having built in redundancy for Disaster Recovery.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(13) POST CODE - 13 : 1 CHIEF MANAGER (DATA CENTRE) in SMGS-IV**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
OR
 (b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;
and
 (i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
or
 (iii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates);
AND
 (2) Sun Solaris / HP UX / IBM AIX Certified Administrator Certification.

Work Experience:

A minimum Post-Qualification experience of 7 years in a large Organisation having Data Centre & Disaster Recovery Site, of which a minimum of 3 years in maintaining Data Centre Environmental Infrastructure, RISC Servers, Storage for running On-Line Transaction System.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(14) POST CODE - 14 : 1 CHIEF MANAGER (DATABASE ADMINISTRATOR) in SMGS-IV**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
OR
 (b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;
and
 (i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
or
 (ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates)

Work Experience:

A minimum Post-Qualification experience of 7 years of which a minimum of 3 years in Database Design, Application, Tuning, Partitioning, Selection, Logs, Recovery and maintaining large database for On-Line Transaction System, in a large Enterprise or Bank or Public Sector Undertaking, having a Data Centre & Disaster Recovery Site.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(15) POST CODE - 15 : 1 ASST. GENERAL MANAGER (INFORMATION TECHNOLOGY) in SMGS-V**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech. Degree in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
- OR
- (b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;
- and
- (i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
- or
- (ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates).

Work Experience:

A minimum post-qualification experience of 10 years, of which (i) at least 5 years should be with the IT Department of a Bank or Banking Software Company or Public Sector Undertaking or a large organisation as an Officer equivalent to an Asst. Manager (JMGS-I) or Manager (MMGS-II in a Public Sector Bank; and (ii) at least 5 years, at a Senior level, equivalent to Senior Manager (MMGS-III) in a Public Sector Bank, handling one or more of the following responsibilities: (a) procurement of high-end servers and testing; (b) managing a large data centre; (c) designing and implementing a large network; (d) designing, developing and implementing complex software; (e) being involved in the design / implementation of IT Infrastructure or in Policy Formulation for IT in a Bank.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(16) POST CODE - 16 : 20 SENIOR MANAGERS (SOFTWARE) in SMGS-III**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC

recognised / AICTE Accredited University / Institution;

OR

(b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

and

(i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

or

(ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates)

Work Experience:

A minimum post-qualification experience of 5 years, of which 2 years in Software Selection / Development / Deployment / Operation / Testing and Writing SRS for a large Enterprise or Public Sector Bank / Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(17) POST CODE - 17 : 25 ASST. MANAGER (LAW) in JMGS-I

Educational Qualifications:

(1) A Graduate Degree in Law (LL.B) (3 years' or 5 years' Integrated Course) with 50% marks in the aggregate (45% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

AND

(2) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level.

Work Experience:

A minimum of 2 years' Active Practice at the Bar or in a Bank or Financial Institution or Public Sector Undertaking, handling Civil matters relating to Banking & Finance, and having exposure in Documentation, Title Scrutiny, Debt Recovery Tribunal, Securitisation & Reconstruction of Financial Assets and Enforcement of Security Interest Act and Consumer Forum Act.

Selection Process:

Through a Written Test & a Personal Interview

(18) POST CODE - 18 ; 25 MANAGER (LAW) in MMGS-II**Educational Qualifications:**

- (1) A Graduate Degree in Law (LL.B) (3 years' or 5 years' Integrated Course) with 50% marks in the aggregate (45% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;
- AND
- (2) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level.

Work Experience:

A minimum of 5 years' active practice at the Bar, handling matters relating to Debt Tribunal Act, Securitisation & Reconstruction of Financial Assets and Enforcement of Security Interest Act, and Consumer Forum Act; or 3 years active practice and 2 years' experience as a Law Officer in a reputed Bank / Financial Institution or Public Sector Undertaking., attending to matters relating to Debt Tribunal Act, Securitisation & Reconstruction of Financial Assets and Enforcement of Security Interest Act, and Consumer Forum Act.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(19) POST CODE - 19 : 1 DEPUTY GENERAL MANAGER (ECONOMIST) in TMGS-VI**Educational Qualifications:**

(1) A Post Graduate Degree in Economics / Econometrics with 55% marks in the aggregate, from a UGC recognised / AICTE Accredited University / Institution.

Preference will be given to those holding a Doctorate Degree in Economics;

AND

(2) Working knowledge of Computers is desirable.

Work Experience :

A minimum 12 years' Post-Qualification work experience in the field of Economic Research, Analysis and MIS System in a Bank or Financial Institution or Public Sector Undertaking, of which at least 5 years should be as an Economist in a position equivalent to Senior Management Scale - IV in a Public Sector Bank.

Job Profile :

The candidate will head the Economic Intelligence Division of the Bank. The candidate must be proficient in Economic Analysis, Research & MIS System in a Bank / Financial Institution or Public Sector Undertaking. and must be well acquainted in areas such as Industry/ Market Study, viability analysis, costing and pricing studies and also be able to guide his/her team of Economists in various Research Projects.

Selection Process :

Through a Group Discussion & / or a Personal Interview

(20) POST CODE - 20 : 1 CHIEF MANAGER (ECONOMIST) in SMGS-IV**Educational Qualifications:**

- (1) A Post Graduate Degree in Economics / Econometrics with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution.

Preference will be given to those holding a Doctorate Degree in Economics;

AND

- (2) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

A minimum 5 years' Post-Qualification work experience in the field of Economic Research, Analysis and MIS System in a Bank or Financial Institution or Public Sector Undertaking, of which at least 2 years should be as an Economist in a position equivalent to Middle Management Scale - II in a Public Sector Bank.

Job Content:

Should be capable assisting the Departmental Head in carrying out Economic Analysis, Research & MIS System and guiding his team of Economist in undertaking (1) Studies relating to Market Trends, Market Share / General Economic conditions using Trend Analysis and Projections, (2) Planning, budgeting and monitoring of the performance of Branches / Regions / Zones / Bank, (3) Preparing Forecast for business indicators from analysis of various magazines / newspapers / publications, etc., (4) Building up of data base and industry profiles, (5) Preparing Notes / Briefs on micro and macro economic indicators, international trends, etc.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(21) POST CODE - 21 : 4 SENIOR MANAGER (ECONOMIST) in MMGS-III**Educational Qualifications:**

- (1) A Post Graduate Degree in Economics / Econometrics with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

AND

- (2) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

A minimum of 2 years' Post-Qualification work experience as an Economist in a Bank or Financial Institution or Public Sector Undertaking.

Job Content:

Should be capable of undertaking (1) Studies relating to Market Trends, Market Share / General Economic conditions using Trend Analysis and Projections, (2) Planning, budgeting and monitoring of the performance of Branches / Regions / Zones / Bank, (3) Preparing Forecast for business indicators from analysis of various magazines / newspapers / publications, etc., (4) Building up of data base and industry profiles, (5) Preparing Notes / Briefs on micro and macro economic indicators, international trends, etc.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(22) POST CODE - 22 : 5 MARKETING OFFICERS (Cash Management Services) in JMGS-I**Educational Qualifications:**

- (1) Any Graduate Degree with 50% in aggregate (45% for Reserved Category Candidates) from a UGC recognised / AICTE Accredited University / Institution.

Preference will be given to those having a Specialisation in Marketing at the Post-Graduation (MBA / MMS) Level;

AND

- (2) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level.

Work Experience:

A minimum Post-Qualification experience of 1 year in selling of Banking / Financial Products.

Selection Process:

Through a Written Test & / or a Group Discussion & / or a Personal Interview.

(23) POST CODE - 23 : 500 ASST. MANAGER (RURAL DEVELOPMENT) in JMGS-I**Educational Qualifications:**

- (1) (a) A B.Sc. / B. Tech. Degree in Agriculture / Agricultural Engineering with 50% marks in the aggregate (45% for Reserved Category candidates);

OR

- (b) A M.Sc. / M. Tech. Degree with 50% marks in the aggregate (45% for Reserved Category candidates) in the field of Agriculture / Agricultural Science / Agricultural Engineering / Agronomy / Agri-Marketing & Cooperation / Forestry / Horticulture / Animal Husbandry / Dairy Science / Pisciculture, from a AICTE Accredited institution;

AND

- (2) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is

a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

Not essential.

Selection Process:

Through a Written Test & / or a Group Discussion & / or a Personal Interview.

(24) POST CODE - 24 : 25 ASST. MANAGER (RISK MANAGEMENT) in JMGS-I

Educational Qualifications:

(1) (a) A M.Sc. [Statistics] / M. A. [Statistics] with 60% marks in the aggregate (55% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

OR

(b) A Masters in Business Administration (MBA) [Finance] Degree or (c) A Masters in Management Studies (MMS) [Finance] Degree,

OR

(d) A Masters in Finance & Control (MFC) Degree,

OR

(e) Certified Financial Analyst

from a UGC recognised / AICTE Accredited University / Institution, all with a minimum 60% marks in the aggregate (55% for Reserved Category candidates);

OR

(f) An Associate Member (ACA) of the Institute of Chartered Accountants of India (ICAI);

AND

(2) A Diploma in Risk Management from an AICTE Accredited institution;

AND

(3) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

1 years' Post-Qualification work experience in Risk Management Practices in a Bank or a Financial Institution or Public Sector Undertaking or a Rating Agency desirable.

Selection Process:

Through a Written Test & / or Group Discussions & / or Personal Interview.

(25) POST CODE - 25 : 4 SENIOR MANAGER (RISK MANAGEMENT) in MMGS-III

Educational Qualifications:

(1) (a) A M.Sc. [Statistics] / M. A. [Statistics] with 60% marks in the aggregate (55% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

OR

(b) A Masters in Business Administration (MBA) [Finance] Degree,

(c) A Masters in Management Studies (MMS) [Finance] Degree,

OR

(d) A Masters in Finance & Control (MFC) Degree,

OR

(e) Certified Financial Analyst from a UGC approved University or AICTE Accredited Institution,
all with a minimum 60% marks in the aggregate (55% for Reserved Category candidates);

OR

(f) An Associate Member (ACA) of the Institute of Chartered Accountants of India (ICAI);

OR

(2) A Diploma in Risk Management from a UGC recognised / AICTE Accredited University / Institution;

AND

(3) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level.

AND

Work Experience :

A minimum of 5 years' Post-Qualification work experience in Risk Management Practices in a Bank or a Financial Institution or Public Sector Undertaking or a Rating Agency.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(26) POST CODE - 26 : CHIEF MANAGER (CENTRAL ACCOUNTS & TAXATION) in Scale-IV

Educational Qualifications:

(1) Any Graduate Degree with 50% marks in the aggregate (45% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

AND

(2) An Associate Member (ACA) of the Institute of Chartered Accountants of India (ICAI);

AND

(3) A Certified Public Accountant (CPA) Licentiate;

AND

(4) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

A minimum of 3 years' post-CA qualification work experience in a Bank or Financial Institution or Public Sector Undertaking, of which, at least 1 years' post-CPA experience in Generally Accepted Accounting Principles (GAPP) Financial Accounting & Reporting Practices and in handling Banking Taxation matters.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(27) POST CODE - 27 : 14 SENIOR MANAGER (RISK MANAGEMENT AUDIT) in MMGS-III**Educational Qualifications:**

(1) (a) A M.Sc. [Statistics] / M. A. [Statistics] with 60% marks in the aggregate (55% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

OR

(b) A Masters in Business Administration (MBA) [Finance] Degree;

OR

(c) A Masters in Management Studies (MMS) [Finance] Degree,

OR

(d) A Masters in Finance & Control (MFC) Degree,

OR

(e) Certified Financial Analyst

from a from a UGC recognised / AICTE Accredited University / Institution, all with a minimum 60% marks in the aggregate (55% for Reserved Category candidates);

OR

(f) An Associate Member (ACA) of the Institute of Chartered Accountants of India (ICAI);

AND

(2) A Diploma in Risk Management from a UGC recognised / AICTE Accredited University / Institution;

AND

(3) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level.

Work Experience:

A minimum of 2 years' Post Qualification experience in Risk Management Practices in a reputed Bank / Financial Institution or Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(28) POST CODE - 28 : 24 SENIOR MANAGER (INFORMATION SYSTEM (IS) AUDIT) in MMGS-III**Educational Qualifications:**

(1) (a) A B.E. or B.Tech Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering with 55% marks (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

OR

(b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

and

(iv) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

or

(v) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates)

AND

(2) (a) Certification in Information Systems Audit (ISA / CISA / DISA)

OR

(b) Certified Information Systems Security Professional (CISSP).

Work Experience :

A minimum of 2 years' Post Qualification experience in Information Systems Audit in a reputed Bank or Financial Institution or Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(29) POST CODE - 29 : 1 CHIEF MANAGER (INFORMATION SYSTEMS AUDIT) in SMGS-IV

Educational Qualifications:

(1) (a) B.E. / B. Tech. (M.E. / M.Tech. desirable) in Computer Science with 50% marks in the aggregate (45% for Reserved Category candidates) from a reputed University;

OR

(b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

and

(i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

or

(ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates)

OR

(c) An Associate Member (ACA) of the Institute of Chartered Accountants of India (ICAI);

AND

(2) (a) Certification in Information Systems Audit (ISA / CISA / DISA)

OR

(b) Certified Information Systems Security Professional (CISSP).

Work Experience :

A minimum of 5 years' post qualification experience in Information Systems Audit in a reputed Bank or Financial Institution or Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview

(30) POST CODE - 30 : 2 SENIOR MANAGER (Loan Review Mechanism / Credit Audit in MMGS-III)**Educational Qualifications:**

- (1) Any Graduate Degree with 50% marks in the aggregate (45% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;
- AND
- (2) An Associate Member (ACA) of the Institute of Chartered Accountants of India (ICAI);
- AND
- (3) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

A minimum of 3 years' Post-Qualification audit experience in a Chartered Accountant Firm / Finance Company / Bank / Financial Institution or Public Sector Undertaking.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(31) POST CODE - 31 : ASST. GENERAL MANAGER (HUMAN RESOURCES MANAGEMENT)**Educational Qualifications:**

- (1) A Post-Graduate Masters Degree in Business Administration with specialisation in Human Resources [MBA (Human Resource)] 50% marks in the aggregate (45% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution or a AICTE Accredited institute;
- AND
- (2) A Working knowledge of Computers is desirable.

Work Experience:

A minimum of 10 years' post-qualification work experience in Human Resource Management of which at least 4 years' in a senior position equivalent to a Senior Manager (MMGS-III) in a Public Sector Bank or Public Sector Undertaking, exclusively handling manpower requirement assessment and planning, recruitments and placements, induction, mentoring, job competencies, performance assessment, promotions and rewards, salary & compensation, employees' terminal benefits, etc.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(32) POST CODE - 32 : CHIEF MANAGER (HUMAN RESOURCE MANAGEMENT)**Educational Qualifications:**

- (1) (a) A B.E. or B.Tech. Degree (M.E. or M.Tech. desirable) in Electronics / Information Technology / Computer Science & Engineering / Information Science & Engineering / Computer Networking with 55% marks in the aggregate from a UGC recognised / AICTE Accredited University / Institution;
- OR
- (b) Any Graduate Degree with 55% marks in the aggregate (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;
- and
- (i) A Masters in Computer Applications (MCA) Degree with 55% marks in the aggregate (50% for Reserved Category candidates) from a AICTE Accredited Institution;
- or
- (ii) A 'B' Level Qualification of DOEACC Society with 55% marks (50% for Reserved Category candidates);
- AND
- (2) A Masters (MBA) Degree in Human Resources with 50% marks in the aggregate (45% for Reserved Category) from a UGC recognised / AICTE Accredited University / Institution.

Work Experience:

A minimum Post-Qualification work experience of 5 years' in Human Resource Management, exclusively handling manpower requirement assessment and planning, recruitments and placements, induction, mentoring, job competencies, performance assessment, promotions and rewards, salary & compensation, employees' terminal benefits, etc. with at least 3 years' in a position equivalent to a Manager (MMGS-II) in a Public Sector Bank or Public Sector Undertaking, independently handling Enterprise Resource Planning (ERP) Packages / Modules.

Selection Process:

Through a Group Discussion & / or a Personal Interview.

(33) POST CODE - 33 : 500 PROBATIONARY OFFICERS in JMGS-I**Educational Qualification:**

- (1) Any Graduate Degree with 55% marks (50% marks for Reserved Category candidates) from a UGC recognised / AICTE Accredited University / Institution;

Preference will be given to those having passed the Diploma in Banking & Finance (DBF) Examination from the Indian Institute of Banking & Finance (IIBF);

AND

- (2) A Certificate for having completed a Course in Computer Awareness & Office Automation for duration of minimum 60 hours from a reputed Computer Training Institute, which will be waived where 'Computers' is a part of the curriculum at the Graduation / Post-Graduation Level

Work Experience:

Not Mandatory.

Selection Process:

Through a Written Test & / or Group Discussions & / or Personal Interview.

6. PROBATION PERIOD :

The selected candidate will be on Probation for a period of 24 months (2 years) of active service from the date of his / her joining the Bank.

7 (a) : SELECTION METHODOLOGY:

The selection for all posts in Junior Management Grade Scale (JMGS) - I (Probationary Officers as well as Specialist Officers) will be made on the basis of the candidate's performance in a Written Test - Objective (225 Questions – 135 Minutes) as well as Descriptive (compulsory questions with internal options – 60 Minutes for 100 Marks) and Personal Interview of 50 Marks. The candidate shall be required to qualify in each objective test as per cut-off marks determined on the basis of Performance in each test, subject to a minimum 40% marks (35% marks for Reserved Category) in the aggregate of 200 marks. Wrong answers given in the Objective Test will attract Penalty by way of Negative Marks.

For the post of Probationary Officers (Post Code - 33), the status of the 'Test of English Language' and 'Descriptive Test' Paper is only for "qualifying" and hence the candidates are required to pass these Tests scoring the minimum passing marks or else they will be deemed to have not qualified for the further selection process. However, the marks obtained in these two tests will not be included in the aggregate marks of the written test for the purpose of Merit Ranking. Mere eligibility / pass in the Written Test shall not vest any right in a candidate for being called for Personal Interview.

For the post of Specialist Officers (i.e., all other posts excluding Post Code - 33), while the status of the 'Test of English Language' will be only for 'qualifying' and would not be included in the aggregate marks for Merit Ranking, the "Descriptive Test" of 60 Minutes duration carrying 100 marks, covering subjects in which they have specialised, will be added to the Interview Marks along with any other parameter, if any, for Merit Ranking. The Minimum qualifying marks shall be 50% marks.

Depending on the number of vacancies, only those candidates who have secured the minimum qualifying marks stipulated for Written Test and rank sufficiently high in the order of merit in the Written Test shall be called for a Personal interview in the ratio of 1:3 for General / Unreserved Candidates and 1:5 in case of candidates belonging to the Reserved Categories). In other words, for every single post, 3 General and 5 Reserved Category candidates respectively would be called for the Personal interview depending upon their ranking as per the marks obtained by them.

Candidates passing the Written Test and the Personal Interview will be ranked in a descending order on the basis of the aggregate marks obtained in the Written Test & Interview under the respective SC / ST / OBC / GEN Category.

Subject to the vacancies available under the respective Category, only those candidates who pass both the Written Test as well as the Personal Interview will be short-listed for selection in the order of the Merit Rank obtained by them under the respective Category.

Selection of candidates for all other posts in MMGS-II, MMGS-III, SMGS-IV, SMGS-V and TEGS-VI will be done on the basis of a Group Discussion & / or a Personal Interview.

Appointment of the short-listed / selected candidate is subject to his / her being declared medically fit as per the requirement of the Bank. Such appointment and confirmation in the services of the Bank will also be subject to receiving satisfactory references from respectable referees, police verification of antecedents, caste / class verification, execution of service bond and other compliances.

NOTE: The Bank reserves the absolute right to decide as to whether to hold all or any of the modes of Written Test & / or Group Discussion & /or Personal Interview for selection of the candidates to the respective post.

(b) REGION OF POSTING [for Asst. Manager (Rural Development) & Probationary Officers]:

The Bank shall, as far as possible, endeavour to post the candidate selected to the posts of Asst. Manager (Rural Development) (Post Code - 23) and Probationary Officer (Post Code - 33) in the "Region" of his / her choice on the basis of the preference indicated by the candidate in Para 14 of the Application Form and his standing in the Final Merit List. Should it not be possible to post him / her in the Region of his choice on account of exigencies of the Bank, he / she will be posted at any of the other Regions at the sole discretion of the Bank and the decision of the Bank shall be final. The 4 "Regions" with their area coverage is spelt out herein below.

Sr. No.	Region	States in which Bank's Branches located
1	Northern Region (NR)	Jammu & Kashmir, Himachal Pradesh, Punjab, Chandigarh, Haryana, Uttaranchal, Delhi, Rajasthan, Western Uttar Pradesh consisting of Agra & Meerut Regions.
2	Southern Region (SR)	Andhra Pradesh, Karnataka, Kerela, Tamilnadu, Pondichery.
3	Eastern Region (ER)	Bihar, Jharkhand, Chattisgarh, Orissa, West Bengal, Assam, Meghalaya, Sikkim, Tripura, Uttar Pradesh excluding Agra & Meerut Regions.
4	Western Region (WR)	Madhya Pradesh, Maharashtra, Goa, Gujarat, Union Territories of Daman & Diu, Dadra & Nagar Haveli.

8 (I). WRITTEN EXAMINATION / TEST :

(i) Probationary Officers in JMGS-I:

(A) Objective Test – 225 Questions - 200 Marks (Duration : Composite 135 Minutes)

Sr.No	Name of the Test Paper	No. of Questions & Marks
1.	Test of Reasoning	75 questions carrying 80 marks.
2.	Test of Quantitative Aptitude	50 questions carrying 60 marks.

3.	Test of General Awareness	50 questions carrying 60 marks.
4.	Test of English Language **	**50 questions carrying 50 marks.
Composite 135 Minutes Duration		225 questions carrying 200 marks.

The candidate shall be required to qualify in each Objective Test as per cut-off mark determined on the basis of Performance in each test, subject to a minimum of 40% (35% for Reserved Category) in the aggregate of 200 marks of the Objective Test. Candidates failing to obtain the minimum qualifying marks will not be declared to have cleared the Objective Test. **The Test of English Language is for 'qualifying purpose' only. Hence, though the candidate has also to pass in the Test of English Language, the marks obtained in the Test will not be reckoned in the aggregate of 200 marks of the written examination, for the purpose of Merit Ranking. **THERE WILL BE PENALTY FOR WRONG ANSWERS MARKED IN THE OBJECTIVE TEST WHICH WILL RESULT IN NEGATIVE MARKS FOR EVERY WRONG ANSWER @ ONE-FOURTH OR 0.25 OF THE MARKS ASSIGNED TO THAT QUESTION. If the total of the penalty for a test is in fraction, the marks obtained will be rounded off to the nearest integer.**

(B) Descriptive Test - One paper - 100 Marks (Duration : 60 Minutes)

In addition to the Objective Test assessing aptitude and achievement, there will be one Descriptive Test comprising 100 marks, to assess the wealth of ideas, higher order cognitive abilities, organisation of ideas in a logical coherent manner, written communication skill, etc. in a concise manner. Language composition, clarity of thoughts and brevity are also matters of consideration in Descriptive Test. There will be 5 compulsory questions with internal options. The candidate will have an option to write the answers in English or Hindi. The minimum qualifying marks will be 40% (35% for Reserved Category). The status of Descriptive Test is for 'qualifying purpose' only. Hence, though the candidate has also to pass in the Descriptive Test, the marks obtained in the Test will not be reckoned for the purpose of Merit Ranking.

Descriptive Tests Papers only to the extent of 5 times the number of vacancies, in case of candidates belonging to General Category, and to the extent of 7 times the number of vacancies in case of candidates belonging to the Reserved Category, will be evaluated based on the Merit Ranking of the Objective Test.

(ii) Specialist Officers in JMGS-I:

For Specialist Officers in JMGS-I, i.e., Officers in JMGS-I, other than Probationary Officers, besides the Objective Tests on the lines of that for Probationary Officers, there shall be a Descriptive Test of 60 Minutes duration carrying 100 marks, covering subjects in which they have specialised. Minimum qualifying marks shall be 50%. The marks obtained in the Descriptive Test will be added to the Interview Marks along with any other parameter, if any, for Merit Ranking.

NOTE: The Bank reserves the absolute right to decide as to whether to hold all or any of the modes of Written Test & / or Group Discussion & /or Personal Interview for selection of the candidates to the respective post.

(C) Use of a Scribe / Paper Writer :

A **SCRIBE**, to write the written test / examination, on behalf of a **Visually Challenged (VC) candidate [Blind] & Orthopaedically Challenged (OC) candidate [whose writing speed**

is affected by Cerebral Palsy], may be used. In all such cases where a Scribe is used, the following rules will apply:

1. The candidate will have to arrange his own Scribe at his own cost.
2. The Scribe, where he assists in writing for the post of a *Probationary Officer (Post Code - 33)* may be from any academic stream. However, where he assists in writing for the other posts (Post Codes - 06; 17; 22; 23; & 24) i.e., *Specialist Officers*, he should be from an academic stream different from that of the candidate.
3. The academic qualification of the Scribe should be *one grade lower than the eligibility criteria stipulated for the post*, i.e., where the eligibility criteria stipulated is Graduation, the scribe's qualification should not be more than HSC / XIth / PUC and should possess marks less than the candidate and not more than 60% in his own academic stream.
4. Both the candidate as well as the Scribe will have to give a suitable undertaking confirming that the Scribe fulfils all the above stipulated eligibility criteria. In case it later transpires that the scribe did not fulfill any of the laid down eligibility criteria or had suppressed material facts, the candidature of the applicant will stand cancelled, irrespective of the result of the written examination.
5. Candidates who use a Scribe will be eligible for extra time @ 20 minutes for every one hour of the examination.

(II) : GROUP DISCUSSION.

A Group Discussion shall carry 50 marks and shall be conducted to assess the candidate's presentation skills, leadership qualities, inter-personal qualities, team spirit, etc. The minimum qualifying marks for the Group Discussion would be 50% marks (45% for Reserved Category Candidates)

(III) : PERSONAL INTERVIEW.

A Personal Interview of 50 marks shall be conducted to assess the candidates' academic record, power of expression, clarity of thought, qualities of leadership, extra curricular activities, hobbies, general demeanour, behaviour, communication skills, etc. The minimum qualifying marks for the Personal Interview would be 50% marks (45% marks for Reserved Category Candidates).

NOTE: *The Bank reserves the absolute right to decide as to whether to hold all or any of the modes of Written Test & / or Group Discussion & /or Personal Interview for selection of the candidates to the respective post. The Bank also reserves the right to alter the structure of the written examination depending upon factors like number of eligible applications, etc.*

9 : WRITTEN EXAMINATION / TEST CENTRES & ISSUE OF CALL LETTERS FOR THE WRITTEN EXAMINATION / TEST:

The Written Examination/Test will be tentatively held on **03.02.2008** at the Examination Centres indicated below. The full address of the venue of the Examination Centre will be advised in the Examination Call Letters. The Examination Call Letter will be despatched to the eligible candidates by Post (UCP), well in advance of the date of written examination (tentatively by 10.01.2008) at the correspondence address given by the candidate in the Application Form.

Request for Change of the Examination Centre from that indicated by the candidate in his / her Application Form shall NOT be entertained.

A candidate who does not receive the Examination Call Letter by 29.01.2008 should contact the concerned Regional Office of UNION BANK OF INDIA located at the concerned Examination Centre he/she has opted for, at the addresses given below, from 30.01.2008 to 02.02.2008 from 11.30 a.m. to 4.30 p.m., with a written application indicating his / her Name, Address, and details of Demand Draft (Application Fee) sent with the Application Form, for issue of Duplicate Exam Call Letters.

EXAM CENTRE CODE	EXAM CENTRE	Contact Address of Union Bank's Regional Office at Exam Centre	Contact Person & Telephone No.
41	Ahmedabad	172 / 1, Premchand House, High Court Way, Ashram Road, Ahmedabad – 380009.	Mr. B. P. Rathi 079 – 26576353 / 26580724. Fax No.079 - 26581049
42	Bengalooru	Chandrakiran, 1 st Floor, 10A, Kasturba Road, Bengalooru – 560001.	Mr. M. R. Sampath 080 - 22958266 / 22958250 Fax No. 080 - 22277202
43	Bhopal	Union Bank Bhavan, 1st floor, 1513/1/1, Arera Hills, Bhopal - 462011	Mr. Atul Gupta 0755 – 2676729 Fax No.0755 - 2676723
44	Bhubaneswar	Plot No.3 / 1 - A, Civic Centre, I.R.C. Village, Nayapalli, Bhubaneshwar - 751015.	Miss Sunita Kisan 0674 – 2558849 / 2557173. Fax No.0674 - 2557174
45	Chandigarh	64 / 65, 2nd floor, Sector 17 - B, Bank Square, Chandigarh - 160017.	Mr. Mohan Lal 0172 – 2703301 / 2713941. Fax No.0172 - 2704718
46	Chennai	139, Broadway, 3 rd floor, Chennai - 600108.	Mr. P. V. Bhaskar Reddy 044 – 23460789. Fax. No.044 - 25363373
47	Dehradun	78, Radha Palace, 2nd floor, Rajpur Road, Dehradun – 248001 Uttarakhand	Mr. M. G. Hunnure 0135 - 2743129 / 2744513 Fax No.0135 - 2745869
48	Ernakulam	Union Bank Bhavan, C.C. 38 / 542, M. G. Road, Ernakulam, Cochin - 682035	Mr. R. Prabhakar 0484 - 2385208 Fax No. 0484 - 2385203
49	Guwahati	G. N. B. Road, Chandmari, District - Kamrup, Guwahati - 781003	Mr. M. Ramalingeshwara Rao 0361 - 2662546 Fax. No.0361 - 2660066
50	Hyderabad	Jusbagh, 2 nd Floor, Lata Complex, Nampally, Hyderabad – 500001.	Mr. N. Nageshwara Rao 040 – 23420604 / 23420602. Fax No.040 - 23420609
51	Jaipur	B/100, University Marg, Jaipur - 302015.	Mr. Vijay Vyas 0141 – 2705925 / 2700815. Fax No.0141 - 2705834
52	Jalandhar	Veer Pratap Bhavan, Shastri Market, Nehru Garden Road, Jalandhar - 144001	Mr. G. V. Joshi 0181 - 2241775 Fax. No.0181 - 2457276
53	Kolkata	Chitrakoot Building, 3 rd Floor, 230A, A. J. C. Bose Road, Kolkata – 700020.	Mr. Achintya Kumar Banerjee 033 – 22871025 / 22875103 / 22892274. Fax No.033 - 22876213
54	Lucknow	Sharda Towers, 2 nd Floor, Kapurthala Complex, Aliganj, Lucknow – 226024.	Mr. Rajan Waykul 0522 – 2321489 / 2335355. Fax No.0522 - 2335152

55	Mumbai	East Wing, 17 th Floor, Mumbai Stock Exchange Building, Dalal Street, Fort, Mumbai – 400023.	Mrs. Padma Neelakanthan 022 - 22722726 / 22723955. Fax No.022 - 22723680
56	Patna	Nasheman Bhavan, 1st floor, Frazer Road, Beside Bihar State Financial Corporation, Patna - 800001	Mr. U. N. Yadav 0612 - 2222313 / 2231627 Fax No.0612 - 2216592
57	Pune	Jeevan Prakash, LIC Building, 6 / 7, University Road, Shivaji Nagar, Pune - 411005.	Mr. Pradeep G. Pandit 020 – 25536103/ 25536208 / 25536961. Fax No.020 - 25536842
58	Raipur	Mahavir Gaushala Complex, K. K. Road, Raipur - 492 001	Mr. H. V. Chaudhary 0771 – 2546004 / 2546005. Fax No.0771 - 2546013
59	Ranchi	Kalibabu Street, Behind Vyavahar Nyayalaya, Ranchi – 834001.	Ms. Pragyan Samal 0651 – 2207434 / 2307632 Fax No.0651 - 2206914
60	Varanasi	Taksal Theatre Building, 3rd floor, Nadesar, Varanasi – 221 002	Mr. R. V. Kolekar 0542 - 2504151 Fax No.0542 - 2502671

The Bank reserves the right to allot the candidate to any of the Centres other than the one opted for by him / her, prepone / postpone the Written Examination Dates & / or to add to or delete or to modify / change the Examination Centre and the Venues & / or to cancel the Written Examination on account of technical or administrative exigencies.

10 : PRE-EXAMINATION TRAINING (PET) for PROBATIONARY OFFICER'S POST :

The Bank intends, in consonance with the guidelines issued by the Government of India, to impart **free Non-Residential Pre-Examination Training (PET) of six working days (tentatively from Sunday, 20.01.2008 to Friday, 25.01.2008)** to a limited number of candidates belonging to **Scheduled Castes / Scheduled Tribes / Minority Communities seeking selection to the post of Probationary Officer (Post - Code - 33) only**, at Centres located at **Ahmedabad, Bengalooru, Bhopal, Bhubaneshwar, Delhi, Ernakulam, Lucknow, & Mumbai.**

Selection for the PET from among the candidates will be made on the priority of the date of the Demand Draft / Payorder and date of the On-Line Application. Candidates belonging to the above categories and desirous of availing themselves of such Pre-examination Training may indicate to that effect, with the PET Centre, in the On-Line Application Form.

All expenses for attending the Pre-Examination Training (PET) programme at the concerned Training Centre relating to travel, boarding, lodging, etc. will have to be made and borne by the candidate. The Bank has discretion to add to or delete from the Centers for PET indicated above.

11 : ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:

Candidates are advised in their own interest that they should not furnish any particulars / details / information or make statements that are false, tampered, fabricated or should not suppress any material information while filling up the application form and submitting the attested copies of testimonials. In case it is detected at any time that the candidate has indulged in any of the abovementioned activities, he / she will not only be disqualified but

he / she will be liable to be dismissed from the services of the bank at any time, even after being selected and after joining the Bank's service.

At the time of Written Examination / Interview, if a candidate is (or has been) found guilty of:

- i) Using unfair means during the selection process, or Impersonating or procuring impersonation by any person, or Misbehaving in the Examination Hall & / or Personal Interview Hall, or
- iv) Resorting to any irregular or improper means in connection with his / her candidature, including resorting to canvassing his candidature, or obtaining support for his/her candidature, by any means, such a candidate may, in addition to rendering himself/herself liable to criminal prosecution, shall also be liable:

- to be disqualified from the selection process for which he / she is a candidate;
- to be debarred, either permanently or for a specified period, from any examination or recruitment conducted by the Bank.

NOTE: The Bank would be analysing the responses of a candidate with other appeared candidates to detect patterns of similarity. On the basis of such analysis, if it is suspected that the responses have been shared and the scores obtained are not genuine / valid, the Bank reserves the right to cancel the candidature.

12 : NON-REFUNDABLE APPLICATION FEE & POSTAGE CHARGES:

Applicants are required to submit **the Application Fees as stated below, by way of a Demand Draft (DD) / Bank Pay Order (PO) only, DATED FROM 03.11.2007 TO 24.11.2007 (both dates inclusive), and PAYABLE AT MUMBAI, having a validity of 6 months from the date of issue, and drawn favouring "UNION BANK RECRUITMENT PROJECT". along with the System Generated Application Forms and specified documents, for the post applied.**

Category of Applicant	Amount of Fees
SC / ST / Persons With Disability	Rs. 75.00
GEN / OBC / Ex-Servicemen	Rs.300.00

It is reiterated that the DDs / POs SHOULD NOT BE DATED BEFORE 03.11.2007 & AFTER 24.11.2007 as the On-Line System will not accept such DDs / POs.

EVEN IF THE LAST DATE FOR ON-LINE APPLICATION CHANGES DUE TO TECHNICAL REASONS, THE VALID DATES OF THE DD / PO WILL NOT BE CHANGED.

On the reverse of the Demand Draft / Pay Order, write (1) System Generated Registration Number; (2) Candidate's Name, (3) Post applied for, (4) Date of Birth and (5) Candidate's Address.

APPLICATION FEES BY WAY OF CASH, CHEQUES, MONEY ORDERS, INDIAN POSTAL ORDERS, POSTAL STAMPS, ETC., WILL NOT BE ACCEPTED BY THE ON-LINE APPLICATION SYSTEM.

AN APPLICATION ONCE MADE WILL NOT BE ALLOWED TO BE WITHDRAWN AND THE FEES ONCE PAID WILL NOT BE REFUNDED ON ANY ACCOUNT NOR CAN IT BE HELD IN RESERVE FOR ANY OTHER EXAMINATION OR SELECTION.

THEREFORE, BEFORE APPLYING ON-LINE FOR THE POST THE CANDIDATE SHOULD ENSURE THAT HE / SHE FULFILS EACH OF THE ELIGIBILITY CRITERIA

AND OTHER NORMS, INCLUDING SUBMISSION OF DOCUMENTS, AS MENTIONED IN THIS NOTIFICATION.

13 : GENERAL INSTRUCTIONS:

- (a) **CANDIDATES ARE REQUIRED TO APPLY "ON-LINE" ONLY from 03.11.2007 to 24.11.2007 THROUGH THE LINK PROVIDED ON THIS NOTIFICATION HOSTED ON THE BANK'S WEBSITE (Refer Point No.15 "HOW TO APPLY") WHICH WILL LEAD THEM TO THE ON-LINE APPLICATION FORMS FOR THE POST OF PROBATIONARY OFFICERS AND FOR THE POST OF SPECIALIST OFFICERS. THE CANDIDATE SHOULD ENSURE THAT HE / SHE FULFILS THE ELIGIBILITY CRITERIA AND OTHER NORMS SPECIFIED IN THIS NOTIFICATION BEFORE APPLYING FOR ANY POST. A Candidate may submit NOT MORE THAN TWO MULTIPLE ON-LINE APPLICATIONS - Only ONE Application from a Scale - I Post and only ONE Application from Any Other Scale Post.**

Decision of Bank 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 examination, interview, selection and any other matter relating to recruitment will be final and binding on the candidate. **In case it is detected at any stage of the 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 stand cancelled. If any of these shortcomings is / are detected even after appointment, his/her services are liable to be terminated.**

- (b) After submitting the On-Line Application Form, candidates are required to obtain a System Generated Printout of the Application Form, and send this System Generated Printed Application Form with ONE photograph firmly pasted thereon along with the other specified documents to the address mentioned in Para 15 of this Notification, to reach the specified address given in Para 15(i) or Para 15(b) before that last dates stipulated in Para 16..
- (c) As Bank Officers are liable to be posted any where in India, only those candidates willing to serve in any Branch / Office throughout the country need apply.
- (d) The candidate should ensure that he / she submits the photocopies of all the requisite documents along with the System Generated Application Form in support of (1) his / her Date of Birth, (2) SSC & HSC Examination Passing Certificates & Marks Sheets (3) Degree Passing Convocation Certificate(s) & (4) the Semester-wise / Year-wise Marks Sheets in support of possessing the prescribed qualifications, including (5) Computer Awareness Training, (6) Work Experience Certificate, if any.
- (e) Candidates claiming the benefit of reservations / age relaxation under the category of Persons With Disabilities (i.e., Physically Challenged Persons) should submit a clear and legible copy of Medical Certificate as specified in "The Persons with Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Act, 1995" in support of their disability issued by an Authorised Certifying Authority [as indicated at Para 14(ii)], **clearly indicating the Nature & Quantum (Percentage) of Disability.**
- (f) Candidates belonging to SC/ST/OBC Category should also send copy of their Caste Certificate, issued by the Competent Authority in the format prescribed

by the (Central) Government of India, Dept. of Personnel & Training, Office Memo No.36012/6/88-Estt.(SCT), (SRD III), dated 24.04.1990 & No.36036/8/98-Estt. (Res.) dated 16.03.1999. **The prescribed format of the SC / ST Caste Certificate is available on the Bank's Website after this Notification, which, if needed, may be downloaded, printed and made use of.**

- g) **The Other Backward Class (OBC) Certificate submitted by OBC Candidates should be in the Format prescribed by the Government of India vide Government of India, Dept. of Personnel & Training Office Memo. No. 36033/28/94-Estt.(Res.) dated 02.07.1997 entitled "FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA" and should invariably contain the 'CREAMY / NON-CREAMY LAYER' CLAUSE based on the income for the financial year 2005-2006 or later, i.e., as of 31.03.2006. The prescribed format of the OBC Certificate with 'Non-Creamy Layer Clause' is available on the Bank's Website after this Notification, which, if needed, may be downloaded, printed and made use of.**

OBC CERTIFICATES CONTAINING THE "NON-CREAMY LAYER CLAUSE" ISSUED BEFORE 31.03.2006 AND BASED ON FINANCIAL YEARS PRIOR TO 2005-2006 WILL NOT BE ACCEPTED.

As the candidates belonging to OBC category but coming in the "CREAMY LAYER" are not entitled to the benefits of OBC reservation, they should indicate their category as 'GEN' while filling in the On-Line Application Form.

- h) **SC / ST / OBC candidates, claiming reserved status, failing to submit the photocopies of the caste certificate in prescribed format issued by the competent authority will not be considered for the posts under the respective reserved categories and their candidature will be cancelled. Candidates should, therefore ensure that the Caste Certificate is in the proper format which has been given at the end of this Notification for use, if necessary.**

Candidates, who after applying under the OBC Category and participating in the recruitment process under the OBC Category, are unable to produce the OBC Certificate in the proper format specifically stating that he / she does not belong to the Socially Advanced Sections, excluded from the benefits of reservations for OBCs in Civil Posts & Services under Government of India, i.e. "Creamy Layer", will have his / her candidature cancelled. Candidates should, therefore ensure that the Caste Certificate is in the proper format which has been given at the end of this Notification for use, if necessary.

- i) **Candidates should ensure that they keep with themselves (and not attach with the System Generated Application Form) at least 7 copies of the same photograph already affixed by them on the System Generated Application Form, for future use during the entire recruitment process, i.e., at the time of the Written Examination & / or Group Discussion (where applicable), Personal Interview, Medical Examination, Police Verification Formats and the Formal Application Formats. Failure to produce the same photograph at the various stages of the recruitment process may lead to disqualification. They are also advised not to change their appearance till the recruitment process is complete.**
- j) **The candidates will appear for the written examination / group discussion / personal interview / medical examination, etc., at the allotted centres at their own cost and risks and the Bank will not be responsible for any injury / loss, etc., of any nature.**

However, eligible (unemployed) outstation SC / ST & Physically Challenged candidates attending the interview would be reimbursed to & fro Second Class Rail/ Ordinary Bus fare by the shortest route on production of satisfactory evidence of travel along with an application in this regard.

- k) The Bank may, at its discretion, hold a re-examination wherever necessary in respect of a centre / venue / specific candidate(s).
- l) No candidate is permitted to use a calculator, telephone of any kind, pagers or any other such instruments.
- m) Only those candidates who have meet with the eligibility criteria & / or who have cleared their Written Examination and who are short-listed for appearing in the Personal Interview will be individually intimated by Speed Post / Registered Post at the address furnished by them in the Application Form. Candidates desirous of changing their communication address at any time **after the conclusion of the written examination** may communicate the change to the Bank by an e-mail addressed to 'pinto@unionbankofindia.com' giving therein their name, system generated registration number, roll number, earlier noted address and the changed address. While every effort will be made to incorporate the changed address, the Bank will bear no responsibility & / or liability for not updating the change for any reason whatsoever. Candidates who have been finally shortlisted for appointment will also be individually communicated by Speed Post / Registered Post at the address provided by them and be advised to undergo a pre-recruitment Medical Examination. The list of such candidates who are finally short-listed / selected for appointment in the Bank will also be hosted on the Bank's Website, <http://www.unionbankofindia.com>. under the link "Careers" on the Home Page. Applicants are exhorted to keep a track of the same by visiting the Bank's Website from time to time. **NO PERSONAL & / OR TELEPHONIC & / OR E-MAIL OR POSTAL ENQUIRIES WILL BE ENTERTAINED.**
- n) Candidates selected for appointment in the Bank will be required to execute a **Financial Service Bond** for rendering service for a minimum period of 2 years from the date of joining the Bank. The amount of the Financial Service Bond presently is Rs.60,000.00 for Probationary Officers and Rs.75,000.00 for all other Officers.
- n) Appointment of the short-listed / selected candidate is subject to his / her not suffering from any illness and he / she being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to his / her executing a Financial Service Bond for rendering service for a specified tenure (where stipulated), receiving satisfactory references from respectable referees, police verification of antecedents, caste / class verification (all or any of which may be done even after the candidate provisionally joins the Bank but before his confirmation in the Bank's service), and compliance of the rules and regulations of the Bank.
- p) Selected candidates, who are presently in employment, will be required to produce a clear and valid discharge certificate / relieving letter from their present employer before joining the service.
- q) The Bank reserves the right to alter, modify or change the eligibility criteria and / or any of the other terms and conditions spelt out in this Notification.
- r) While due care and caution will be exercised, the Bank takes no responsibility for any delay in receipt or loss in postal transit of any application or communication.

- s) In case any dispute arises on account of interpretation in version other than English, the English version will prevail.
- t) Any resultant dispute arising out of this Notification shall be subject to the sole jurisdiction of the Courts situated at Mumbai.
- u) Banking, being a versatile activity, needs all round grooming of the selected / recruited candidate. Accordingly, the candidates recruited / selected in the Bank will be required to inculcate overall knowledge of various facets of banking and allied subjects for which the bank will provide necessary on-the-job/theoretical training. It is expected that the candidates selected will endeavour to equip themselves with skill sets that will enable them to rise to higher positions in the Bank in due course of time.

14 : COMPETENT AUTHORITIES FOR ISSUE OF THE CERTIFICATES TO SC / ST & PERSONS WITH DISABILITY (PHYSICALLY CHALLENGED) CANDIDATES:

(i) For SC / ST / OBC Candidates:

- a) District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Division Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
- b) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- c) Revenue Officer not below the rank of Tahsildar.
- d) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

(ii) For Persons With Disability / Physically Challenged Candidates:

Authorised Certifying Authority will be the Medical Board at the District level. The Medical Board will consist of a Chief Medical Officer, a Sub-Divisional Medical Officer in the District and an Orthopedic Surgeon.

15 : HOW TO APPLY :

A: (i) (a) Candidates MUST POSSESS A VALID PERSONAL E-MAIL ID WHICH SHOULD BE VALID FOR THE ENTIRE DURATION OF THIS RECRUITMENT PROJECT. In case a candidate does not have a valid personal e-mail id, he / she should create his / her new e-mail id.

(b) A Candidate may submit NOT MORE THAN TWO MULTIPLE ON-LINE APPLICATIONS - Only ONE Application from a Scale - I Post and only ONE Application from Any Other Scale Post. On Line Applications can be made between 03.11..2007 and 24.11.2007 (both days inclusive).

(b) Candidates should keep their Demand Draft (DD) / Banker's Cheque / Payorder (dated from 03.11.2007 to 24.11.2007 only), particulars of educational qualifications, work

experience details, and other personal details ready before applying as these details are required to be entered in the On-Line Application.

(c.) To apply, **CLICK ON THE APPROPRIATE LINK ALONGSIDE (1) "ON-LINE APPLICATION FOR PROBATIONARY OFFICERS"** [for post of Probationary Officer (Post Code – 33)] **OR (2) "ON-LINE APPLICATION FOR SPECIALIST OFFICERS"** [for All Other posts]. Fill in the required details therein. Finally click on the "SUBMIT" Button at the end of the On-Line Application Form. If the application is accepted, a System Generated *Registration Number for the Application* will be generated, which should also be noted on the reverse of the DD / PO.

(d) After applying On-Line, take a print of the **System Generated Printed On-Line Application Form.**

(e) **Firmly paste at the right hand top corner** at the space provided in the System Generated Printed Application Form **ONE recent passport size photograph bearing full signature of the candidate across the photograph, with date.**

(f) **Attach the following documents to the System Generated Printed On-Line Application Form and mail it by ordinary post to the appropriate Post Box Numbers given in Para 15(B)(i) or (ii) hereinafter to reach before the last date mentioned in Para 16 herein :**

(I) **Demand Draft (DD) / Bank Pay Order (PO) for Rs.300.00 (Rs.75.00 for SC / ST / PWD candidates) drawn in favour of "UNION BANK RECRUITMENT PROJECT" and PAYABLE AT MUMBAI ONLY and valid for 6 months from date of issue, Cash, Cheques, Money Orders, Indian Postal Orders, Postal Stamps, and Demand Draft (DD) / Banker's Cheque / Bank Pay Order (PO) drawn payable outside the Mumbai Clearing Zone is not acceptable and the candidates will not be permitted to participate in the recruitment process. On the reverse of the Demand Draft / Pay Order, write (1) System Generated Registration Number; (2) Candidate's Name, (3) Post applied for, (4) Date of Birth and (5) Candidate's Address.**

(II) **Photocopies of** (1) Birth Certificate or School Leaving Certificate or SSC / HSC Certificate with Date of Birth mentioned therein; (2) Final Convocation Degree Certificates in respect of passing Graduate Degree & Post Graduate Degree (Provisional Certificate will be accepted only if the candidate has passed the relevant examination during the past one year, (i.e. in 2006) and the University has not yet issued the convocation certificate to its students passing the course); (3) Year-wise / Semester-wise Marks Sheets for the Graduate & Post Graduate Degree or Professional Course, (4) Medical Certificate in case of PWD Candidates (5) SC / ST Caste Certificate / OBC Certificate with "Non-Creamy Layer Clause" based on income of Financial Year 2005-2006 (6) Work Experience Certificates.

UNLESS THE SYSTEM GENERATED PRINTED APPLICATION WITH PHOTOGRAPH PASTED THEREON IS RECEIVED AT THE CORRECT SPECIFIED POST BOX BY ORDINARY POST, ALONG WITH DD / PO AND PHOTOCOPIES OF THE OTHER STIPULATED DOCUMENTS, THE ON-LINE REGISTRATION OF THE CANDIDATE'S APPLICATION WILL NOT BE VALID.

(ii) Candidates serving in Government / Public Sector Undertaking (including Banks & Financial Institutions) should **send their System Generated Printed On-Line Applications only through proper channel** (i.e., through their present employer), **accompanied by a "No Objection Certificate" from the employer, with a photocopy of**

the DD / PO only to the specified Post Box. **Candidates applying through proper channel should send an ADVANCE PHOTOCOPY OF THE PRINTED SYSTEM GENERATED ON-LINE APPLICATION FORM ALONG WITH THE ORIGINAL DEMAND DRAFT / PAY ORDER AND PHOTOCOPIES OF ALL THE STIPULATED DOCUMENTS, to reach the specified Post Box within the stipulated time, clearly stating on the 1st page that the date on which the original application has already been submitted through proper channel for onwards submission.** The acceptance of the Advance Copy of the System Generated On-Line Application Form will be subject to receiving the Original Application through Proper Channel.

(iii) Candidates claiming to have work experience should ensure that they submit along with the Printed On-Line Application Form, documentary proof thereof by way of Work Experience Certificates for the periods mentioned in the Application Form, from all their employers, clearly stating the period and nature of employment/duties,. Copies of Appointment Offer Letters, Salary Certificates, etc., in lieu of Work Experience Certificates will not be accepted.

(iv) **Applications not in the prescribed system generated format or not bearing the candidate's photograph pasted firmly at the appropriate place in the Application Form or not accompanied by photocopies of the stipulated certificates, or the requisite fee or not containing the 'declaration' clause duly signed by the candidate or incomplete in any respect will not be entertained and will be summarily rejected.**

(v) It is for the candidate to ensure that he / she has met with the eligibility criteria and complied with the requirements and adhered to the instructions and terms and conditions contained in this Notification. Candidates are therefore urged to carefully read the Notification and complete the On-Line Application Form and submit the same as per instructions given in this regard.

B: The System Generated Printed On-Line Application Form, for each post applied, complete in all respects, including photograph, and with the specified documents, and Application Fee should be **sent only by ordinary post** in a closed envelope **with "APPLICATION FOR POST OF _____(POST CODE - ___) IN UNION BANK OF INDIA "**, **written on the face of the envelope**, to reach the prescribed Post Office Post Box before the last dates specified in Para 16(b) and Para 16(c) hereinafter, to the following address:

(i) For Probationary Officers Only (Post Code – 33) :

**UNION BANK RECRUITMENT PROJECT – 2007(B),
Post Office Box No.7480,
Jogeshwari (East) Post Office,
MUMBAI - 400060.**

(ii) For All Other Posts (Post Code – 1 to Post Code - 32) :

**UNION BANK RECRUITMENT PROJECT – 2007(B),
Post Office Box No.7731,
Borivali (West) Post Office,
MUMBAI - 400092.**

KINDLY ENSURE PROPER DESPATCH OF THE SYSTEM GENERATED PRINTED ON-LINE APPLICATION FORM AND DOCUMENTS TO THE CORRECT POST BOX ADDRESS AND BY ORDINARY POST ONLY AS :

(1) APPLICATIONS SENT TO ANY OF THE BANK'S BRANCHES OR OTHER OFFICES AND ADDRESSES OTHER THAN THE ABOVEMENTIONED POST BAG NUMBER, BY ORDINARY POST, WILL NOT BE ACCEPTED AND WILL NOT BE REDIRECTED TO THE ABOVE MENTIONED POST BAG.

(2) APPLICATIONS SENT TO THE POST BOX NUMBER THROUGH COURIER OR BY REGISTERD POST OR SPEED POST OR BY HAND DELIVERY WILL NOT BE ACCEPTED & / OR ACKNOWLEDGED BY THE POSTAL AUTHORITIES & / OR BY THE BANK.

16 : LAST DATE FOR SUBMISSION / RECEIPT OF ON-LINE APPLICATIONS & FORMS :

(a) The Last Date for making an On-Line Application is 24.11.2007.

(b) The Last Date for receipt (at the specified Post Boxes) of System Generated Printed Application Form with all specified documents is 01.12.2007.

(c) The Last Date for receipt (at the specified Post Boxes) of System Generated Printed Application Form with all specified documents from persons in FAR FLUNG AREAS of Andaman & Nicobar Islands, Lakshadweep, Minicoy Islands, Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J & K State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh is 08.01.2008.

WHILE THE ON LINE REGISTRATION WILL NOT BE AVAILABLE AFTER 24.11.2008 SYSTEM GENERATED ON-LINE APPLICATION FORMS RECEIVED AT THE SPECIFIED POST BOXES AFTER 08.12.2007 (FOR FAR FLUNG AREAS) AND 01.12.2007 (FOR ALL OTHER PLACES) WILL NOT BE ENTERTAINED. CANDIDATES ARE THEREFORE ADVISED NOT TO WAIT TILL THE LAST DATE TO APPLY ON-LINE & TO SUBMIT THEIR SYSTEM GENERATED ON-LINE APPLICATION FORMS.

The Bank will not be responsible for loss of Application Form in transit or for rejection of Application Form because of its late receipt, i.e., after the last closing date stated above, or for any other reason whatsoever.

Sd/-

MUMBAI, 31.10.2007

tevp/-UBRP-2007(B)(Ad.)-26.10.2007

GENERAL MANAGER (HRM)

FORMAT OF CASTE CERTIFICATE TO BE SUBMITTED BY SC/ST APPLICANTS**FORM OF SC / ST CASTE CERTIFICATE**

This is to certify that Shri/Shrimathi/Kumari*
 _____ son / daughter* of Shri
 _____ of Village / Town*
 _____ in District / Division* _____ of
 the State / Union Territory* of _____ belongs to the
 _____ Caste / Tribe* which is recognised as a Scheduled Caste /
 Scheduled Tribe* under:

The Constitution (Scheduled Castes) Order, 1950.

*The Constitution (Scheduled Tribes) Order, 1950.

*The Constitution (Scheduled Castes) (Union Territories) Order, 1951.

*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.

[(As amended by the Scheduled Castes & Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganisation Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.]

*The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956;

*The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes & Scheduled Tribes Orders (Amendment) Act, 1976;

*The Constitution (Dadra & Nagar Haveli) Scheduled Castes Order, 1962;

*The Constitution (Dadra & Nagar Haveli) Scheduled Tribes Order, 1962;

*The Constitution (Pondicherry) Scheduled Castes Order, 1964;

*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967;

*The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968;

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968;

*The Constitution (Nagaland) Scheduled Tribes Order, 1970;

*The Constitution (Sikkim) Scheduled Castes Order, 1978;

*The Constitution (Sikkim) Scheduled Castes Tribes, 1978;

*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989;

*The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990;

*The Constitution (Scheduled Tribes) Order (Amendment) Act, 1991;

...2...

...2...

*The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.

2. This Certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes Certificate issued to Shri / Shrimathi* _____, father / mother* of Shri / Shrimathi / Kumari* _____ of Village / Town* _____ in District / Division* _____ of the State / Union Territory* of _____ who belong to the Caste / Tribe* which is recognised as a Scheduled Caster / Scheduled Tribe* in the State / Union Territory of _____ issued by the _____, dated _____.

3. Shri / Shrimati / Kumari* _____ and / or* his / her* family ordinarily reside(s) in Village / Town* _____ of the State / Union Territory* of _____.



Signature _____
Designation _____

PLACE: _____ STATE / UNION TERRITORY : _____

DATE : _____

NOTE. - The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

* Please delete the words which are not applicable.

FORMAT OF OBC CERTIFICATE TO BE SUBMITTED BY OBC APPLICANTS

**FORM OF CERTIFICATE TO BE PRODUCED BY
OTHER BACKWARD CLASSES
APPLYING FOR APPOINTMENT TO POSTS
UNDER THE GOVERNMENT OF INDIA**

[G.I., Dept. of Per. & Trg., O.M.No.36033/28/94-Estt (Res.), dated 02.07.1977]

This is to certify that Shri/Shrimathi/Kumari*
_____ son / daughter* of Shri
_____ of Village / Town*
_____ in District / Division* _____ of
the State / Union Territory* of _____ belongs to the
_____ Community which is recognised as a Backward Class
under:

- * (i) Government of India, Ministry of Welfare, Resolution No.12011/68/93-BCC(C), dated the 10th September, 1993, published in the Gazette of India, Extraordinary, Part-I, Section I, No.186, dated the 13th September, 1993.
- * (ii) Government of India, Ministry of Welfare, Resolution No.12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I, No.163, dated the 20th October, 1994.
- * (iii) Government of India, Ministry of Welfare, Resolution No.12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary, Part-I, Section I, No.88, dated the 25th May, 1995.
- * (iv) Government of India, Ministry of Welfare, Resolution No.12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No.210, dated the 11th December, 1996.

Shri / Shrimati / Kumari* _____ and / or* his / her* family ordinarily reside(s) in Village / Town* _____ of the State / Union Territory* of _____.

This is also to certify that he / she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training, O.M.No.36012/22/93-Estt.(SCT), dated 08.09.1993.



Signature _____
Designation _____

Place : _____

Date : _____

*Strike out whichever is not applicable

...2...

N.B. - (a) The Term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.

(b) The authorities competent to issue caste certificate are indicated below:-

- (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / First Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tahsildar; and
- (iv) Sub-Divisional Officer of the area where the candidate &/or his family resides.

