

**UNION BANK RECRUITMENT PROJECT 2009
- RECRUITMENT NOTIFICATION**

Union Bank of India, a Leading Pan-India Listed Public Sector Bank, with Head Office in Mumbai, invites applications for recruitment to fill in 890 vacancies in the OFFICER'S CADRE.

INCLUDES THE SPECIAL RECRUITMENT DRIVE TO FILL UP THE BACKLOG RESERVED VACANCIES FOR PERSONS WITH DISABILITIES

Last Date For Receipt Of Applications : 11.07.2009

Last Date For Receipt Of Applications From Remote Areas : 18.07.2009
[Refer Para no. 18 of this Notification for List of Remote Areas]

TENTATIVE DATE OF WRITTEN EXAMINATION : 06.09.2009
[For JUNIOR MANAGEMENT GRADE / SCALE - I (JMGS-I) POSTS ONLY]

[BEFORE APPLYING, PLEASE ENSURE YOU FULFIL ALL TERMS & CONDITIONS CONTAINED HEREIN]

1: (a) NAME OF THE POST:

POST CODE	POST	GRADE/ SCALE	NO. OF VACANCIES	AGE *# (As on - 31.05.2009)
01	Senior Manager (Credit) – Large Corporates, MSME, Infrastructure Finance, Project Finance, Mergers & Acquisitions, Lending Automation Solution	MMGS-III	50	Min – 21 & Max – 35 years
02	Manager (Credit) – Large Corporates, MSME, Infrastructure Finance, Project Finance, Mergers & Acquisitions, Lending Automation Solution	MMGS-II	100	Min – 21 & Max – 30 years
03	Manager (Risk Management)	MMGS-II	15	Min – 21 & Max – 30 years
04	Manager – Forex, Integrated Treasury & CMS	MMGS-II	50	Min – 21 & Max – 30 years
05	Manager (Information Technology)	MMGS-II	75	Min – 21 & Max – 30 years
06	Manager (Technical)	MMGS-II	50	Min – 21 & Max – 30 years
07	Assistant Manager (Personnel)	JMGS-I	25	Min – 21 & Max – 30 years
08	Assistant Manager (Law)	JMGS-I	25	Min – 21 & Max – 30 years
09	Assistant Manager (Rural Development)	JMGS-I	300	Min – 21 & Max – 30 years
10	Assistant Manager (Marketing)	JMGS-I	200	Min – 21 & Max – 30 years

* As applicable for Unreserved Category candidates

Relaxation for Reserved (SC / ST / OBC) Category as per Para 4.

2: ABBREVIATIONS & DEFINITIONS:

1. Category of Persons:

UR - Unreserved (General); **SC** – Scheduled Caste; **ST** – Scheduled Tribe;
OBC – Other Backward Classes; **XSM** - Ex-Servicemen
PWD - Persons With Disabilities are persons who are: **OC** – Orthopaedically Challenged;
HI - Hearing Impaired; **VI** - Visually Impaired (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 Impaired (VI)** (a) **Visually Impaired** 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, 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. **Hearing Impaired (HI):** (a) **Hearing Impaired** 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.

5. Use of a Scribe / Paper Writer:

A **SCRIBE / PAPER WRITER**, to write the written test / examination, on behalf of a **Visually Challenged (VC) [Blind] candidate & an 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 / her own Scribe at his / her own cost.
2. The Scribe, where he / she assists in writing for the post of *Specialist Officers (Post Code 01 TO 10)*, he / she should be from an academic discipline / 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.

3: RESERVATION IN POSTS:

Reservation in posts for different categories of persons is as under:

S.No.	Grade / Scale	SC	ST	OBC	UR	TOTAL POSTS	Within which PWD		
							VI	HI	OC
1	III	8	4	14	24	50	46	46	31
2	II	43	23	86	138	290			
3	I	83	41	149	277	550			

- (a) Reservation in posts for different categories of persons, including backlog under the respective reservation categories is as indicated above against the respective Grade / Scale. Candidates belonging to the Reserved Category are free to apply for the Unreserved vacancies, but they will not be entitled to relaxation in terms of age, qualifications, and standards of selection and other parameters available to the Reserved Category Segment and will compete on Unreserved / General Category Standards.

Where a post has been specifically earmarked for a particular Category, other than Unreserved Category, candidates belonging to the other Categories are not permitted to apply.

The Reservation for Persons With Disabilities (PWD) in posts where the candidate will be in a position to discharge his duties required of the post as envisaged under 'The Persons with Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Act, 1995' will be as follows : OC - X, VI - X, HI - X.

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 Unreserved (General Category)).

- (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 31.03.2009**. Candidates not producing the above certificate will not be considered under the OBC Category and their applications will be rejected.
- (c) In case of non-availability of reserved candidates, the Bank reserves its right to interchange these categories as per Government Directives.
- (d) 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.
- (e) 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 India.

4: RELAXATION IN UPPER AGE LIMIT:

The candidate in the Unreserved Category should have completed **as on 31.05.2009** the Minimum & Maximum Age as indicated in Para 1 above.

Relaxation in the Upper Age Limit for Reserved Category Posts which are indicated along with General Category posts, will be 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 his criteria 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) Widows, divorced women & women judicially separated from their husbands, who have not remarried, by 9 years, i.e. Maximum Age of 37 years.

vi) 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).

vii) 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 does not exceed 28 years, subject to his not exceeding the Maximum Age of 50 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 01.01.1962 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.

6: POST-WISE ELIGIBILITY CRITERIA (as on 31.05.2009):**1) POST CODE - 01:**

50 vacancies of Senior Manager (Credit) – Large Corporates, Infrastructure Finance, Project Finance, MSME, Mergers & Acquisitions, Lending Automation Solution in MMGS III

Educational Qualifications:

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

AND

A Masters in Business Administration (MBA) [Finance] Degree from reputed Institution;

OR

A Masters in Management Studies (MMS) [Finance] Degree from reputed Institution;

OR

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

OR

An Associate Member (ICWA) of the Inst. of Cost & Works Accountants of India (ICWAI);

OR

Certified Financial Analyst (CFA) from a UGC approved University or AICTE Accredited Institution,

AND

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 Work Experience of 3 Years' relevant experience in a Bank or a Financial Institution as mentioned in Job Profile below.

Job Profile:

The candidates will be posted in the Credit Department at any office/branch of the Bank particularly the Industrial Finance Branches and other Specialized Branches, to handle the Credit portfolio, Processing & Appraisal of loan applications, Monitoring of borrowal accounts, Project Finance, Infrastructure Financing, Mergers & Acquisitions, Lending Automation solutions, etc.

Selection Procedure:

Through a Group Discussion & / or a Personal Interview

2) POST CODE - 02:

100 vacancies of Manager (Credit) – Large Corporates, Infrastructure Finance, Project Finance, MSME, Mergers & Acquisitions, Lending Automation Solution in MMGS II

Educational Qualifications:

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

AND

A Masters in Business Administration (MBA) [Finance] Degree from reputed Institution;

OR

A Masters in Management Studies (MMS) [Finance] Degree from reputed Institution;

OR

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

OR

An Associate Member (ICWA) of the Inst. of Cost & Works Accountants of India (ICWAI);

OR

Certified Financial Analyst (CFA) from a UGC approved University or AICTE Accredited Institution,

AND

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:

1Year relevant experience in a Bank or a Financial Institution as mentioned in Job Profile below, is desirable.

Job Profile:

The candidates will be posted in the Credit Department at any office/branch of the Bank particularly the Industrial Finance Branches and other Specialized Branches, to handle the Credit portfolio, Processing & Appraisal of loan applications, Monitoring of borrowal accounts, Project Finance, Infrastructure Financing, Mergers & Acquisitions, Lending Automation solutions, etc.

Selection Procedure:

Through a Group Discussion & / or a Personal Interview

3) POST CODE - 03:

15 vacancies of Manager (Risk Management) in MMGS-II

Educational Qualifications:

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

AND

M.Sc. [Statistics] / M. A. [Statistics]) with **55% marks** in the aggregate (**50 %** for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

OR

A Masters in Business Administration (MBA)[Finance] Degree from reputed Institution;

OR

A Masters in Management Studies (MMS) [Finance] Degree from reputed Institution;

OR

A Masters in Finance Control (MFC) Degree,

OR

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

OR

An Associate Member (ICWA) of the Inst. of Cost & Works Accountants of India (ICWAI);

OR

Certified Financial Analyst (CFA) from a UGC recognised / AICTE Accredited University / Institution,

AND

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.

Knowledge of Statistical tools is essential**Work Experience:**

1 Year relevant experience in a Bank or a Financial Institution or Public Sector Undertaking or a Rating Agency as mentioned in job profile below is desirable.

Job description:

- To carry out Independent Credit Rating Assignment, Portfolio Analysis, etc.
- To be member of Credit-Grid, Asset Quality Management (AQM) Committee, etc.
- To track Credit Spurt in the Region/Zone.
- Conducting periodical meetings of Mini Credit Risk Management Committee (CRMC), Operational Risk Management Committee (ORMC) & Mini Asset Liability Management Committee.
- Quarterly Risk Profiling of the Region/Zone (preparation of RPTs) and arriving at the direction and level of risk.
- Follow up & submission of quarterly DAA data for Credit Risk Capital Calculator (Reveleus)
- Collecting, Collating and compiling Operational Risk Incident / Event Reporting Data and Operational Risk Loss Data, periodically.
- Reviewing New Products introduced by Corporate Office for
 - Product Deficiency, Cost / Benefit analysis & Target achieving.
- Independent Loan Review of Credit sanctions of Rs. 10 Lacs & above at branches.
- Co-ordinating with functional depts. for implementation of policies and reporting.
- Analysis of high-risk branches based on Audit Rating including arriving at the heat map (Risk Matrix) for the branches.
- Independent monitoring and test checking of various compliance issues.

Selection Procedure:

Through a Group Discussion & / or a Personal Interview

4) POST CODE - 04:**25 vacancies of Manager (Forex, Integrated Treasury & CMS) in MMGS-II.****Educational Qualifications:**

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

AND

An M.Com Degree with 60% marks in the aggregate from a UGC recognised / AICTE Accredited University / Institution;

OR

A Masters in Business Administration (MBA) [Finance / Forex / Banking] Degree from reputed Institution;

OR

A Masters in Management Studies (MMS) [Finance] Degree from reputed Institution;

OR

An Inter CA / ACA from the Institute of Chartered Accountants of India (ICAI);

OR

An Associate Member (ICWA) of the Inst. of Cost & Works Accountants of India (ICWAI);

OR

Certified Financial Analyst (CFA) from UGC recognised / AICTE Accredited University / Institution,

AND

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 year relevant 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 is desirable.

Job description:

Conducting and Marketing of forex & money market transactions, dealings in Bonds, Equity, Derivatives and other securities, treasury, gold and commodities and connected operations (overseas as well as domestic).

Selection Procedure:

Through a Group Discussion & / or a Personal Interview.

5) POST CODE - 05:**75 vacancies of Manager (Information Technology) in MMGS-II :****Educational Qualifications:**

A B.E. / B.Tech. (M.E or M.Tech desirable) / M.Sc in Information Technology / Electronics & Communications/ Computer Science & Engineering **OR** MCA with 55% marks (50% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution / National Institute of Technology;

Note: In case of M.Sc, the candidate should have done regular structured academic certification in IT for two years.

OR

An M.Tech in IT (with specialization in Banking Technology & Information Security from Institute of Development Research in Banking Technology (IDRBT), Hyderabad.

OR

Advanced Diploma in Banking Technology (ADBT) from Punjab National Bank Institute of Information Technology (PNBIIT), Lucknow.

OR

Curriculum Advanced Technological Programmes (CATS) from NIIT.

Work Experience:

1 Year relevant experience as mentioned in job profile below is desirable.

Job description:

- ❖ Data Base Administration.
- ❖ Development and maintenance of web sites & portals.
- ❖ IT security like security design and implementation for E-Business etc.
- ❖ Setting up of LAN, WAN, MAN and should have experience on routers, VSATs Switches etc.
- ❖ Design and development of software applications for Bank
- ❖ Implementation of various banking software applications.

Selection Procedure:

Through a Group Discussion & / or a Personal Interview.

6) POST CODE - 06 :

50 vacancies of Manager (Technical) in MMGS-III:

Educational Qualifications:

A B.E. in Mechanical / Production / Metallurgy / Electrical / Electronics / Instrumentation / Textile / Chemicals with 50% marks (45% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution;

AND

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 Year relevant experience as mentioned in job profile below is desirable.

Job description:

Preparing techno-economic feasibility reports of projects of medium to large size industries and having the knowledge of various aspects in setting-up industrial units in backward and forward areas.

Selection Procedure :

Through a Group Discussion & / or a Personal Interview.

7) POST CODE - 07:

25 vacancies of Assistant Manager (Personnel) in JMGS I

Educational Qualifications:

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

AND

A Degree in Law, preferably with a Degree or Diploma in Personnel Management & Industrial Relations:

AND

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 Year relevant experience as mentioned in job description below is desirable.

Job description:

Handling subjects like Industrial Relations, Disciplinary & Appellate Proceedings, Labour courts/tribunals, Recruitments, Promotions, Placement, Matters connected with Trade Unions & Welfare Associations, Staff Welfare, Human Resource Development i.e Talent Management, People & Leadership Development, Incentives, Competency Mapping, Succession Planning, etc.

Selection Procedure:

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

8) POST CODE - 08:**25 vacancies of Assistant Manager (Law) in JMGS-I :****Educational Qualifications:**

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

AND

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 Year relevant experience as mentioned in job description below is desirable.

Job description:

Documentation, Title Scrutiny, attending Court matters & DRTs, work related to Securitisation & Reconstruction of Financial Assets & Enforcement of Security Interest Act (SARFESIA) HAVING KNOWLEDGE OF Civil / Criminal Procedures with special reference to Banking, Arbitration matters, etc.

Selection Procedure:

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

9) POST CODE - 09:**300 vacancies of Rural Development Officers as Assistant Manager (Rural Development) in JMGS-I.****Educational Qualifications:**

A Graduate Degree in Agriculture with 60% marks (55% for Reserved Category candidates), from a UGC recognised / AICTE Accredited University / Institution

OR

Post Graduate Degree with 60% marks in Agricultural Science / Agricultural Engineering / Agri Marketing & Cooperation / Forestry / Horticulture / Animal Husbandry / Dairy Science / Pisciculture from a UGC recognised / AICTE Accredited University / Institution

AND

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 Year relevant experience as mentioned in job description below is desirable.

Job description:

Handling and Marketing the business portfolio of rural branches like agricultural financing, financing small, tiny & cottage industries, Govt. sponsored schemes and other priority sector lending, canvassing for resources, educating rural masses through village knowledge centers, etc.

Selection Procedure:

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

10) POST CODE - 10:**200 vacancies of Marketing Officers as Assistant Manager (Marketing) in JMGS-I :****Educational Qualifications:**

A Graduate Degree with a minimum of 50% marks in the aggregate (45% for Reserved Category Candidates) from a UGC recognised University;

AND

A Diploma in Marketing and Finance from UGC recognised / AICTE Accredited University / Institution,

AND

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 year experience in a Private / Public Sector Bank in marketing / selling of Financial Products, including Home Loans / Retail Loans / High Value Loan Products / Personal Banking Products / Deposits / Insurance / Mutual Funds / Technology based Products, etc., as mentioned in job description below is preferable.

Job description:

Canvassing business under various Retail Lending schemes, Third Party Products, Mutual Fund & Insurance products, Deposit Schemes like CASA & other low-cost schemes, Fee based Income generating schemes including Forex, CMS, etc.

Selection Procedure :

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

NOTE: The Educational Qualifications prescribed above for the post is the MINIMUM. Candidates MUST POSSESS these qualifications as on 31.05.2009 (inclusive) and MUST ATTACH PROOF thereof, i.e., clear and legible photocopies of:

- (1) (a) HSC Passing Certificate and (b) University FINAL DEGREE Passing (CONVOCATION) Certificate for Graduate Candidates. *(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 2008 and the University has not conferred the Degree on the applicant);*
- (2) Year-wise / Semester-wise Mark sheet for each year / semester in respect of the Degree Examinations from the educational institution they have studied;
- (3) Computer Course Passing Certificate from a recognised Computer Training Institute in support of having completed the Computer Awareness & Office Automation Course. Candidates who have acquired Computer Awareness & Knowledge as part of the curriculum at the Degree level should indicate this fact in the Application Form and also highlight the Computer subject in the relevant Mark Sheet, which should be attached to the Application Form.

APPLICATIONS NOT FULFILLING THIS CRITERION AND NOT SUBMITTING PROOF AS STATED ABOVE WILL BE SUMMARILY REJECTED.

7. 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.

8. SERVICE BOND :

The selected candidate will be required to execute a Service Bond undertaking to serve the Bank for a period of 3 years or to pay the Bank a sum of Rs.2,50,000/- in case of Specialist Officers and Rs. 2,00,000/- in case of General Banking Officers, should he / she leave the Bank before the completion of the 3 year service period.

9 (a) : SELECTION METHODOLOGY:

(1) All applicants for posts in Junior Management Grade / Scale - I (JMGS-I), will be administered a Written Test, without verification of their age or qualification, or category or any other eligibility criteria with relevance to documents, and will be on purely provisional basis, on the strength of the information provided by them in the Application. The candidates must, therefore, ensure that they fulfill all the eligibility criteria, has in his / her possession the requisite documents and certificates specified by the Bank, and that the particulars furnished

in the Application are true and correct in all respects. Mere admission to the Written Test and / or Passing the Test and being invited by the Bank for the Personal Interview shall not imply that the Bank has been satisfied beyond doubt about the candidate's eligibility. Candidates who do not satisfy the eligibility criteria and who do not produce the photocopies as well as the originals of all the documents required to be submitted and as advised in this notification as well as the Interview Call Letter, for any reason whatsoever, will not be permitted to participate in the Personal Interview even through they may have passed the written examination and have been called for the personal interview.

(2) The short-listing of the candidates for Personal Interview for posts in Junior Management Grade Scale (JMGS) - I will be made on the basis of the candidate's performance in a Written Test spelt out in Para 10(I)(i) and Para 10(I)(ii) of this Notification.

(a) The candidate shall be required to qualify in each Objective Test spelt out in Para 10(I)(i)(A) of this Notification, 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. They shall also be required to obtain the minimum passing marks of 50% (45% for SC / ST / OBC / PWD Category) in the Objective Test on 'Computer Knowledge' and 'Subject of Specialization relevant to the Post' spelt out in Para 10(I)(i)(B).

Wrong answers given in the Objective Test will attract Penalty by way of Negative Marks.
Mere eligibility / pass in the Written Test shall not vest any right in a candidate for being called for Personal Interview.

(b) While the status of the 'Test of English Language' will be only for 'qualifying' and the marks would not be included in the aggregate marks for the purpose of Merit Ranking, the candidate has to necessarily pass the Test scoring the minimum passing marks or else he / she will be deemed to have failed and not qualified for the further selection process.

In the case of the two 'Objective Tests' on (1) Computer Knowledge, and (2) Subject of Specialisation relevant to the Post', i.e., 'Rural Development and Agri Financing' / 'Law' / 'Personnel' / 'Marketing' each of 30 Minutes duration carrying 50 marks each, spelt out in Para 10(I)(B), the minimum qualifying marks will be 50% (45% for Reserved Category of SC / ST / OBC / PWD). The marks obtained in these two Objective Tests will be added to the Marks obtained in the other Objective Test specified in Para 10(I)(i)(A) below, Interview Marks, and any other Test or Group Discussion, if held, for Merit Ranking.

(1) 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 based on the total marks scored 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. The Bank, however, reserves its right to call for the Interview candidates otherwise than in the above ratio at its sole discretion.

(e) 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, Group Discussion (where conducted) & Personal Interview under the respective SC / ST / OBC / UR Category.

(f) 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.

(3) Selection of candidates for all other posts in MMGS-II, and MMGS-III will be done on the basis of the candidate's performance in the Group Discussion & / or a Personal Interview

and the Merit List will be drawn up on the basis of the candidates' performance in these assessment tools.

(4) In case it is detected at any stage that the candidate does not satisfy with the conditions stipulated or does not fulfill any of the eligibility criteria, and / or he / she has furnished any incorrect information and / or has suppressed any material information / fact(s) his / her candidature will stand cancelled. If any of these shortcomings are detected even after appointment, his / her services will be summarily terminated.

(5) 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.

10 (I). WRITTEN EXAMINATION / TEST:

(i) For SPECIALIST 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 2 Hours & 15 Minutes Duration		225 questions carrying 200 marks.

The candidate shall be required to qualify in each of the above Objective Test as per Cut-Off Marks determined on the basis of the 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.

(B) Objective Test in "Computer Knowledge" & "Subject of Specialization":

Besides the Objective Tests of Test of Reasoning, Test of Quantitative Aptitude, Test of General Awareness and Test of English Language, which will be administered on the lines as indicated in Para 10(I)(i)(A) above, there shall also be two additional Objective Tests administered - (1) One Test on "**Computer Knowledge**" of 50 questions, carrying 50 marks and of a duration of 30 minutes and (2) the Second Test on the '**Subject of Specialization relevant to the Post**', of 50 questions carrying 50 marks and of a duration of 30 minutes.

THERE WILL BE PENALTY @ ONE-FOURTH OR 0.25 OF THE MARKS ASSIGNED TO THAT QUESTION FOR WRONG ANSWERS MARKED IN ALL THE OBJECTIVE TESTS, WHICH WILL RESULT IN NEGATIVE MARKS FOR EVERY WRONG ANSWER. If the total of the penalty for a test is in fraction, the marks obtained will be rounded off to the nearest integer.

The Minimum qualifying marks in each of these two Objective Tests shall be 50% (45% for Reserved Category). The marks obtained in this Objective Test will be added to the Marks

obtained in the other Objective Test specified in Para 10(I)(i)(A) above, Interview Marks, and marks obtained in the Group Discussion, if held, for final Merit Ranking.

10 (II): GROUP DISCUSSION

A Group Discussion, where conducted, 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.

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

The Written Examination/Test for posts in Junior Management Grade / Scale - I (JMGS-I) will be tentatively held on 06.09.2009 at the Examination Centres indicated below. The full address of the Examination Venue at the Examination Centre will be advised in the Examination Call Letters. The Examination Call Letter will be despatched to the prima-facie eligible candidates, based on the information provided in the Application, by Post, well in advance of the date of written examination to reach tentatively by 02.09.2009 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 PERMITTED & / OR ENTERTAINED.

A candidate who does not receive the Examination Call Letter by 02.09.2009 should contact from 03.09.2009 to 05.09.2009 from 11.30 a.m. to 4.30 p.m., the concerned Regional Office of UNION BANK OF INDIA located at the Examination Centre he / she has opted for, at the addresses given below, with a Written Application indicating (1) his / her Name, (2) Address, (3) Category, (4) Registration Number and (5) Details of Application Fee paid i.e., Payment TRANS ID allotted by the Application Fee Receiving Union Bank of India Branch, for issue of Duplicate Exam Call Letters.

EXAM CENTRE CODE	EXAM CENTRE OPTED	Name of Official & Address of Union Bank's Office at Exam Centre FOR COLLECTING DUPLICATE ONLY AFTER 02.09.2009
41	Ahmedabad	Mr. B. P. Rathi Field General Manager's Office - Ahmedabad, 172 / 1, Premchand House, High Court Way, Ashram Road, Ahmedabad – 380009. Tel.No.079 – 26576353 / 26580724. Fax No.079 - 26581049
42	Bengalooru	Mr. R. R. Mohanty Field General Manager' Office - Bengalooru, No.23, 1st Floor,

		Archana Complex, J. C. Road. Bangalore – 560002. Tel. No.080 - 22958266 / 22958250. Fax No. 080 - 22277202
43	Bhopal	Mr. R. Sainath Field General Manager's Office - Bhopal, Union Bank Bhavan, 1st floor, 1513/1/1, Arera Hills, Bhopal – 462011. Tel. No.0755 – 2676729. Fax No.0755 - 2676723
44	Bhubaneswar	Mr. R. C. Sethi, Regional Office - Bhubaneswar, Plot No.3 / 1 - A, Civic Centre, I.R.C. Village, Nayapalli, Bhubaneswar - 751015. Tel.No.0674 – 2558849 / 2557173. Fax No.0674 - 2557174
45	Chandigarh	Mr. Mohan Lal Regional Office - Chandigarh, 64 / 65, 2nd floor, Sector 17 - B, Bank Square, Chandigarh - 160017. Tel.No.0172 – 2703301 / 2713941. Fax No.0172 - 2704718
46	Chennai	Mr. R. Prabhakar Field General Manager's Office - Chennai, 139, Broadway, Chennai - 600108. Tel.No.044 - 23460789. Fax No.044 - 25363373
47	Dehradun	Mr. Mohit Singh 78, Radha Palace, 2nd floor, Rajpur Road, Dehradun – 248001. Tel.No.0135 - 2743129 / 2744513. Fax No.0135 - 2745869
48	Delhi	Mr. Atul Gupta Field General Manager's Office - Delhi, Shahid Bhagat Singh Place, 3rd floor, Bangla Saheb Singh Marg, Gole Market, Delhi - 110001. Tel.No.011- 23368552. Fax No.011 - 23365004
49	Ernakulam	Mr. K. G. Hareendranath Nodal Regional Office - Ernakulam, Union Bank Bhavan, C.C. 38 / 542, M. G. Road, Ernakulam, Cochin – 682035. Tel.No.0484 – 2385208. Fax No. 0484 - 2385203
50	Guwahati	Mr. Bidit Bhattacharjee Regional Office - Guwahati, G. N. B. Road, Chandmari, District - Kamrup, Guwahati – 781003. Tel.No.0361 – 2662546. Fax. No.0361 - 2660066
51	Hyderabad	Mr. N. S. Ramakrishnan Nodal Regional Office - Hyderabad, Jusbagh, 2 nd Floor, Lata Complex, Nampally, Hyderabad – 500001. Tel.No.040 – 23420604 / 23420602. Fax No.040 - 23420609
52	Jaipur	Mr. Vijay Vyas Regional Office - Jaipur, B/100, University Marg, Jaipur - 302015. Tel.No.0141 – 2705925 / 2700815. Fax No.0141 - 2705834
53	Jalandhar	Mr. Lalchand Regional Office - Jalandhar, Veer Pratap Bhavan, Shastri Market, Nehru Garden Road, Jalandhar – 144001 Tel.No.0181 – 2241775. Fax. No.0181 - 2457276
54	Kolkata	Mr. Amit Bannerjee Field General Manager's Office - Lucknow, Alepe Court, 1st floor, 225A, A. J. C. Bose Road, Kolkata – 700020. Tel.No.033 - 22905617. Fax No.033 - 22878518

55	Lucknow	Mr. Rajan Waykul Field General Manager's Office - Lucknow, Sharda Towers, 2 nd Floor, Kapurthala Complex, Aliganj, Lucknow – 226024. Tel.No.0522-2379796, 2371359, 2377039. Fax No. 0522-2376279.
56	Mumbai	Mr. S. G. Pawar Nodal Regional - Mumbai, Staff Section, Union Bank of India - Bazargate Branch Basement Perin Nariman Street, Bazargate Street, Fort, Mumbai – 400001. Tel.No.022 - 22632603. Fax No.022 - 22691341
57	Patna	Mr. U. N. Yadav Regional Office - Patna, Nasheman Bhavan, 1st floor, Beside Bihar State Financial Corporation, (Frazer Road), Mazahrul Haque Path, Patna – 800001. Tel.No.0612 - 2222313 / 2231627. Fax No.0612 - 2216592
58	Pune	Mr. S. M. Salian Field General Manager's Office - Pune, Jeevan Prakash, LIC Building, 6 / 7, University Road, Shivaji Nagar, Pune - 411005. Tel.No.020 – 25536103/ 25536208 / 25536961. Fax No.020 - 25536842
59	Raipur	Mr. H. V. Chaudhary Regional Office - Raipur, Mahavir Gaushala Complex, K. K. Road, Raipur - 492 001. Tel.No.0771 – 2546004 / 2546005. Fax No.0771 - 2546013
60	Ranchi	Ms. Pragyan Samal Regional Office - Ranchi, Kalibabu Street, Behind Vyavahar Nyayalaya, Ranchi – 834001. Tel.No.0651 – 2207434 / 2307632. Fax No.0651 - 2206914
61	Varanasi	Mr. R. T. Kolekar Regional Office - Varanasi, Taksal Theatre Building, 3rd floor, Nadesar, Varanasi - 221002. Tel.No.0542 – 2504151. Fax No.0542 - 2502671

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

CANDIDATES ARE REQUIRED TO ATTACH ONE PHOTOCOPY OF THE 'RECRUITMENT FEE PAYMENT CHALLAN' TO THE EXAMINATION CALL LETTER AND SUBMIT THE EXAMINATION CALL LETTER, WITH THEIR PHOTOGRAPH DULY PASTED THEREON, WHILE APPEARING FOR THE WRITTEN EXAMINATION. CANDIDATES FAILING TO ADHERE TO THESE INSTRUCTIONS WILL NOT BE PERMITTED TO APPEAR FOR THE WRITTEN EXAMINATION.

12 : PRE-EXAMINATION TRAINING (PET) :

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** to a limited number of candidates belonging to **Scheduled Castes / Scheduled Tribes / Minority Communities, who have not attended for a Pre-Examination Training at any time earlier.** The PET will be held at Centres located at **Ahmedabad, Bengalooru, Bhopal, Delhi, 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 receipt of

Application Form. Candidates belonging to the above categories who have not attended any PET earlier and are now desirous of availing themselves of such Pre-examination Training may indicate to that effect, with the PET Centre, at Point No.13 in the 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.

13: 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, incorrect, tampered, fabricated or should not conceal or 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 / Group Discussion / Interview, if a candidate is (or has been) found guilty of:

- i) Using unfair means during the selection process, or
- ii) Impersonating or procuring impersonation by any person, or
- iii) Misbehaving in the Examination Hall & / or Group Discussion / 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 analyzing 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.

14 : PAYMENT OF NON-REFUNDABLE APPLICATION FEE & POSTAGE CHARGES:

- (1) Applicants are first required to go to the Bank's website 'www.unionbankofindia.co.in' and on the Home Page open the link "Careers".
- (2) Thereafter, open the Recruitment Notification entitled "UNION BANK RECRUITMENT PROJECT - 2009".
- (3) Take a Print of the entire Recruitment Notification, including the 'RECRUITMENT APPLICATION FEE PAYMENT CHALLAN' as given below.
- (4) Fill in the Recruitment Application Fee Payment Challan in a clear and legible handwriting in BLOCK LETTERS and affix their Photograph at the Bottom Right Hand Corner of the Applicant's Counterfoil portion of the Challan in the space provided.
- (5) Go to the nearest Union Bank of India Branch with the Application Fee Challan and pay, in Cash, the appropriate Application Fee as indicated below :

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

- (6) Obtain the Applicant's Counterfoil Copy of the Application Fee Payment Challan duly received by the Bank with **(a) Branch Name, (b) Branch SOL ID, (c) 7 to 10 Digit TRANS ID, and (4) Date of Deposit** filled in by the Branch Official.
- (7) Carefully fill in the details from the Recruitment Application Fee Payment Challan in the Application Form at the appropriate place.
- (8) **A photocopy of the Received Application Fee Payment Challan should be attached to the Written Examination Call Letter to be submitted at the time of appearing for the Written Examination, where applicable. Originals of the said duly received Application Fee Payment Challan may be retained by the applicant to be produced at the time appearing for the Group Discussion and / or Personal Interview.**

PAYMENT OF APPLICATION FEES BY ANY OTHER MODE EXCEPT BY THE ABOVE STATED MODE WILL NOT BE ACCEPTED. INSTRUMENTS LIKE CHEQUES / DEMAND DRAFT / BANKERS CHEQUES / PAY ORDERS / INDIAN POSTAL ORDERS / POSTAGE STAMPS ETC. RECEIVED TOWARDS PAYMENT OF APPLICATION FEES WILL NOT BE ENCASHED BY THE BANK AND SUCH INSTRUMENTS IF RECEIVED WILL NOT BE RETURNED TO THE APPLICANTS.

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.

15: GENERAL INSTRUCTIONS:

- a) **BEFORE APPLYING FOR THE POST, THE CANDIDATE SHOULD ENSURE THAT SHE/HE FULFILS THE ELIGIBILITY CRITERIA AND OTHER NORMS INCLUDING POSSESSING THE REQUISITE DOCUMENTS, AS SPECIFIED IN THIS NOTIFICATION.** 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 the recruitment shall be final and binding on the candidate. The Bank in this behalf shall not entertain any correspondence or personal enquiries in this regard.

In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that she/he has furnished any incomplete / 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) Candidates are advised to ensure that the Prescribed Application Form is printed on **A-4 size (210 mm x 297 mm / 8.27" x 11.69") paper only** and is correctly and completely filled in, with photograph firmly pasted thereon, and that it does not contain corrections / alterations / overwriting.

To access the prescribed Application Form, candidates are requested to go to the Internet and visit the Bank's Website "<http://www.unionbankofindia.co.in>" and under the 'Careers' link at the top of the webpage click on "UNION BANK RECRUITMENT PROJECT – 2009" for the full text of the Recruitment Notification and the Prescribed Application Form, both of which may be downloaded and printed on A-4 Paper only. APPLICANTS WILL NOTE THAT PRINTED APPLICATION FORMS SUPPLIED BY COMMERCIAL PRINTERS & COACHING

CLASSES, WHICH DO NOT MEET WITH THE ABOVE SPECIFICATIONS (A-4 SIZE PAPER WITH APPROPRIATE PAGE BREAKS AS APPEARING IN THE WEBPAGE) WILL NOT BE ACCEPTED.

- (c) The candidate should ensure that she/he submits the photocopies 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) receipted Recruitment Application Fee Payment Challan (7) Work Experience Certificate, if any, along with the Application Form.
- (d) **Candidates should ensure that they produce for Bank's verification at the time of the Group Discussion and / or Personal Interview the ORIGINALS of all the Documents stipulated above. CANDIDATES FAILING TO PRODUCE THE ORIGINAL DOCUMENTS FOR VERIFICATION WILL NOT BE PERMITTED TO PARTICIPATE IN THE GROUP DISCUSSION AND / OR PERSONAL INTERVIEW FOR SELECTION AND THEIR CANDIDATURE SHALL STAND CANCELLED.**
- (e) Candidates claiming the benefits of reservations / age relaxation under the category of Persons With Disabilities (Physically Challenged) [PWD] should submit a 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 16(ii)], clearly indicating the specific nature & quantum (percentage) of the Disability.
- (f) Candidates belonging to SC/ST/OBC Category should also send an attested 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.
- (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 income for the financial year 2008-2009, i.e., as of 31.03.2009. OBC Certificates containing the "Non-Creamy Layer Clause" issued and based on financial year prior to 2008-2009 (i.e. before 31.03.2009) will not be accepted.**

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' in the Application Form.

A candidate, who after making an application under the OBC Category and participating in the recruitment process under the OBC Category, is unable to produce the OBC Certificate specifically stating that s/he does not belong to the Socially Advanced Sections (Creamy Layer), excluded from the benefits of reservations for OBCs in Civil Posts & Services under Government of India, or whose status changes from 'non-creamy' to 'creamy' layer on the date of his appointment, will not be entitled to claim benefits and/or participate in the recruitment process and be appointed under the OBC Category and will accordingly have his / her candidature cancelled.

- (h) The Formats of the SC / ST Caste Certificate, the OBC Category Certificate and the PWD Disability Certificate are available at the end of this Notification, which may be made use of for obtaining the Caste / Disability Certificate from the appropriate Issuing Authority. **SC / ST / OBC / PWD CANDIDATES, CLAIMING RESERVED STATUS, FAILING TO SUBMIT PHOTOCOPIES OF THE CASTE / DISABILITY CERTIFICATE IN PRESCRIBED FORMAT ISSUED BY THE COMPETENT AUTHORITY WILL NOT BE CONSIDERED FOR THE RESPECTIVE RESERVED CATEGORIES POSTS AND WILL NOT BE PERMITTED RELAXATION BENEFITS AVAILABLE THEREUNDER.**
- (i) Candidates should ensure that they retain with themselves (and not send with the application) at least 7 copies of the same photograph affixed by them on the Application Form for future use during the entire recruitment process, i.e., at the time of the 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 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, unemployed eligible outstation SC / ST & Physically Challenged candidates attending the interview will 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) Only those candidates who have met with the eligibility criteria & / or who have cleared their Group Discussions and who are short-listed for appearing in the Personal Interview will be individually sent communication by Post at the address furnished by them in the Application Form. Candidates desirous of changing their communication address at any time may communicate the change to the Bank by giving therein their name, post applied for, category, 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.
Besides individual communication to the short-listed / selected candidate, a list of candidates who are finally short-listed / selected for appointment in the Bank will also be hosted on the Bank's Website, <http://www.unionbankofindia.co.in>.
- Applicants are exhorted to keep a track of the same by visiting the Bank's Website from time to time for an announcement and not to make telephonic enquiries regarding the declaration of results as **NO PERSONAL & / OR TELEPHONIC & / OR E-MAIL OR POSTAL ENQUIRIES WILL BE ENTERTAINED.**
- (l) Appointment of the short-listed / selected candidate is subject to his / her not suffering from any illness / ailment and she/he being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to his / her executing a financial 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.
- (m) Selected candidates, who are presently in employment, will be required to produce to the Bank a clear and valid discharge certificate / relieving letter from their present employer before joining the service.

- (n) As Bank Officers are liable to be posted any where in India, only those candidates willing to serve anywhere need apply.
- (o) 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.
- (p) 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.
- (q) In case any dispute arises on account of interpretation in version other than English, the English version will prevail.
- (r) Any resultant dispute arising out of this Recruitment Notification shall be subject to the sole jurisdiction of the Courts situated at Mumbai.
- (s) Banking is a versatile activity, which needs all round grooming of the selected / recruited candidate. Accordingly, the candidates, selected / recruited in the Bank will be required to inculcate overall knowledge of various facets of banking for which the bank will provide necessary on-the-job / theoretical training.

16: 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.

17: HOW TO APPLY:

A: (i) Download the complete Recruitment Notification from Bank's Website "<http://www.unionbankofindia.co.in>" and Print on A-4 size (11.69" x 8.28") Paper. Carefully read the Recruitment Notification and scrupulously follow and adhere to the guidelines given in Para No. 15 above under 'General Guidelines'

(ii) Paste a recent **passport size photograph bearing full signature of the candidate across the photograph, with date**, at right hand top corner at the space provided in the Application Form.

(iii) Attach with the properly completed Application Form (a) one Photocopy of the duly receipted Recruitment Application Fee Payment Challan and (b) one Photocopy each 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 and the University

has not issued the convocation certificate to its students passing the course); (3) Each 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 2008-2009; (6) Work Experience Certificates, if having previous work experience.

(iv) Candidates serving in Government / Public Sector Undertaking (including Banks & Financial Institutions) should send to the prescribed Post Office Box through proper channel (i.e., through their present employer), a Photocopy of their Application Form with a Photocopy of the duly receipted Recruitment Application Fee Payment Challan and it should be accompanied by a "No Objection Certificate" from the employer, in the absence of which their candidature will not be considered.

The ORIGINAL APPLICATION FORM ALONG WITH THE PHOTOCOPIES OF ALL THE OTHER SPECIFIED DOCUMENTS INCLUDING DULY RECEIPTED RECRUITMENT APPLICATION FEE PAYMENT CHALLAN, SHOULD BE SENT AS "ADVANCE APPLICATION" SO AS TO REACH THE PRESCRIBED POST OFFICE BOX WITHIN THE STIPULATED TIME.

ON THE 1st PAGE OF THE ORIGINAL ADVANCE APPLICATION A DECLARATION SHOULD BE GIVEN TO THE EFFECT THAT THE PHOTOCOPY OF THE ORIGINAL APPLICATION FORM HAS ALREADY BEEN SUBMITTED TO THE EMPLOYER FOR FORWARDING IT ALONG WITH THE NOC THROUGH PROPER CHANNEL, MENTIONING CLEARLY THE DATE OF SUCH SUBMISSION TO THE EMPLOYER. The acceptance of the 'Original Advance Application' will be subject to receiving the Photocopy of the Application with the NOC from the employer, through Proper Channel.

(v) Candidates claiming to have work experience should ensure that they submit along with the 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 AS PROOF OF WORK EXPERIENCE.**

(vi) Applications not accompanied by photocopies of stipulated certificates, or those made on the wrong application form or not containing the 'declaration' clause or not signed by the candidate or not bearing the candidate's photograph pasted firmly at the specified place in the Application Form or Application Forms incomplete in any respect will not be entertained and will be summarily rejected.

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

B: The Application Form, complete in all respects and with the specified documents, should be SENT TO THE ADDRESS (POST OFFICE BOX NUMBER) MENTIONED BELOW BY ORDINARY POST ONLY (AS NO ACKNOWLEDGEMENT OF RECEIPT WILL BE GIVEN BY THE POSTAL AUTHORITIES FOR MAIL DELIVERED TO A POST OFFICE BOX DELIVERY), in an envelope, properly stamped with the correct Postage Stamps.

**UNION BANK RECRUITMENT PROJECT – 2009,
Post Office Box No.8240,
Dahisar East Post Office,
MUMBAI – 400 068.**

The envelope containing the Application Form should be marked "APPLICATION FOR OFFICER'S POST IN UNION BANK OF INDIA - 2009" on the face of it.

KINDLY ENSURE PROPER DESPATCH OF THE APPLICATION FORM AND DOCUMENTS TO THE CORRECT POST BOX ADDRESS AND BY ORDINARY POST ONLY BEARING CORRECT POSTAGE STAMPS AND NOTE THAT:

- (1) **APPLICATIONS SHOULD NOT BE SENT BY POST OR THROUGH COURIER TO THE BANK'S CENTRAL OFFICE AT MUMBAI, OR TO ANY OF THE BANK'S BRANCHES OR OTHER OFFICES AND ADDRESSES OTHER THAN THE ABOVEMENTIONED POST OFFICE BOX NUMBER, AS THEY WILL NOT BE ACCEPTED AND WILL NOT BE REDIRECTED TO THE ABOVE MENTIONED POST OFFICE BOX NUMBER.**
- (2) **APPLICATIONS SENT TO THE POST OFFICE 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.**

18: LAST DATE FOR RECEIPT OF APPLICATIONS:

The Prescribed Application Form, along with photocopies of the prescribed Documents and Fee Payment Challan, **SHOULD REACH THE SPECIFIED POST OFFICE POST BOX BY ORDINARY POST ONLY NOT LATER THAN 11.07.2009.**

The Prescribed Application Form, along with photocopies of the prescribed Documents and Fee Payment Challan, **FOR THOSE CANDIDATES POSTING THE APPLICATION FORM FROM REMOTE 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 **SHOULD REACH THE SPECIFIED POST OFFICE BOX NO. BY ORDINARY POST ONLY NOT LATER THAN 18.07.2009.**

APPLICATIONS RECEIVED AFTER THESE LAST DATES WILL NOT BE ENTERTAINED.

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.

CANDIDATES ARE ADVISED TO SUBMIT THEIR APPLICATION FORMS WELL IN TIME AND NOT TO WAIT TILL THE LAST DATE TO SUBMIT THEIR APPLICATION FORMS.

MUMBAI, 03.06.2009


GENERAL MANAGER (P)

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

Form of Certificate as prescribed in M.H.A., OM.No.42/21/49-N.G.S., dated 28.01.1952 as revised in Dept. of Per. & A.R., Letter No.36012/6/76-Estt.(S.C.T.) dated 29.10.1977, to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of the claim.

FORM OF 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:					
<p>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.</p> <p>[(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.]</p> <p>*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; *The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.</p> <p align="center">...2...</p>					

...2...

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.**

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.**

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 S/HE 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...

...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.

NAME & ADDRESS OF THE INSTITUTE / HOSPITAL

CERTIFICATE NO. _____ DATE _____

DISABILITY CERTIFICATE

**Recent Photograph of the
candidate showing the disability
duly attested by the Chairperson of
the Medical Board**

This is certified that Shri / Smt / Kum _____ son / wife /
daughter of Shri _____ age _____ sex
_____ identification mark(s) _____ is suffering from permanent
disability of following category:

A. Locomotor or Cerebral Palsy:

- (i) BL- Both legs affected but not arms.
- (ii) BA – Both arms affected
 - (a) Impaired reach
 - (b) Weakness of grip
- (iii) BLA – Both legs and both arms affected
- (iv) OL – One leg affected (right or left)
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (v) OA – One arm affected
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (vi) BH – Stiff back and hips (Cannot sit or stoop)
- (vii) MW – Muscular weakness and limited physical endurance.

B. Blindness or Low Vision:

- (i) B – Blind
- (ii) PB – Partially Blind

C. Hearing Impairment:

- (i) D – Deaf
 - (ii) PD – Partially Deaf
- (Delete the category whichever is not applicable)

2. This condition is progressive / non – progressive / likely to improve / not likely to improve.
Re-assessment of this case is not recommended after period of _____ years
_____ months*.

(* Strike out which is not applicable)

3. Percentage of disability in his / her case is _____ percent.

4. Shri / Smt/ Kum _____ meets the following physical requirements discharge of his / her duties:-

i	F – can perform work by manipulating with fingers	Yes / No
ii	PP – can perform work by pulling and pushing	Yes / No
iii	L – can perform work by lifting	Yes / No
iv	KC – can perform work by kneeling and crouching	Yes / No
v	B – can perform work by bending	Yes / No
Vi	S – can perform work by sitting	Yes / No
Vii	ST – can perform work by standing	Yes / No
Viii	W – can perform work by walking	Yes / No
Ix	SE – can perform work by seeing	Yes / No
X	H – can perform work by hearing / speaking	Yes / No
xi	RW – can perform work by reading and writing	Yes / No

(Signature)	(Signature)	(Signature)
Dr. (Name)	Dr. (Name)	Dr. (Name)
Member	Member	Chairperson
Medical Board	Medical Board	Medical Board
(Seal)	(Seal)	(Seal)

Countersigned by

(Signature / Thumb Impression of the Patient)	(Signature)
(Name of the Patient)	Dr. (Name)
	Medical Superintendent / CMO / Head of Hospital
	(Seal)

9. STATE YOUR DATE OF BIRTH :	DD	—	—	MM	—	—	YY	—	—	
STATE YOUR AGE (As on 31.05.2009)	—		—		YEARS		—		—	
[ENCLOSE BIRTH / SCHOOL / COLLEGE LEAVING CERTIFICATE WITH BIRTH DATE]										

10. (i) CATEGORY TO WHICH I BELONG :

SC	ST	OBC	GEN
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Indicate ✓ in appropriate box. (Please enclose photocopy of certificate in prescribed format).

OBC candidates should submit the OBC Certificate only in "FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA" with "Non-Creamy Layer Clause as at 31.03.2009.)

(OBC Candidates coming under 'Creamy Layer Clause' should indicate their category as GEN)

(ii) In case of SC / ST / OBC Candidate :-

(a) Name of the Caste/Tribe/ OBC Class: _____

(b) Name of the State to which you belong: _____

(c) Entry No. of OBC Class in Central (Mandal) List: _____

11: **PRE-EXAM TRAINING (PET) TO THE SC / ST / MINORITY CATEGORY:**
(Indicate by ✓ mark) (See Para No. 10 of Notification).

**PET will be given to limited applicants on basis of date of receipt of application and in relation to the number of posts to be filled in at the following 5 Centres :
Bengalooru, Bhopal, Delhi, Lucknow, & Mumbai)**

i) Whether undergone Pre-Exam Training (PET) in the past?

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

ii) If No, whether you desire to undergo PET now?

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

iii) If Yes, indicate your choice of Centre for PET : [Bengalooru, Bhopal, Delhi, Lucknow, & Mumbai]

12. (i) In case of PERSONS WITH DISABILITIES:
(Indicate by ✓ mark in appropriate box.)

OC
<input type="checkbox"/>

VC
<input type="checkbox"/>

HI
<input type="checkbox"/>

(ii) Please write percentage of Disability : _____% (Submit Clear & Legible Photocopy of Disability Certificate issued by Authorised Certifying Authority as per Para 14(ii) of Notification)

Specify Exact Nature of Disability : _____

(iii) Will use services of a SCRIBE [✓]:

YES	<input type="checkbox"/>
-----	--------------------------

NO	<input type="checkbox"/>
----	--------------------------

13. INDICATE BY ✓ MARK IN APPROPRIATE BOX:

(i) GENDER :

MALE	FEMALE
<input type="checkbox"/>	<input type="checkbox"/>

(ii) MARITAL STATUS:

SINGLE
<input type="checkbox"/>

MARRIED
<input type="checkbox"/>

WIDOW / WIDOWER
<input type="checkbox"/>

SEPERATED
<input type="checkbox"/>

DIVORCED
<input type="checkbox"/>

(iii) a] EX-SERVICEMAN STATUS :

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

b] In case of Ex-serviceman / Commissioned Officer / Police Officer / Other Equivalents, specify -

(i) Date Discharged : _____ / (ii) Date will be discharged : _____

Reason for Discharge : _____

Post Held at present / last held: _____

Rank at present/last held:

A) Acting _____ w.e.f. _____

B) Substantive _____ w.e.f. _____

(iv) **Belong to a Religious Minority Community? (Submit Proof)**

YES	NO

If yes, state your Religion: _____

(v) **A Candidate who is ordinarily domiciled in Kashmir Division of State of Jammu & Kashmir during the period 01.01.1980 to 31.12.1989 (Submit Proof)**

YES	NO

(vi) **Children / Family Members of those who died in the 1984 riots? (Submit Proof)**

YES	NO

14. OTHER COMMUNICATION / CONTACT MODES:

TELEPHONE NO. (with STD Code)		MOBILE NO.
FAX NO: (with STD Code)		
E-MAIL ADDRESS	@	

15. LANGUAGES KNOWN

(a) Language of the State I am Applying : _____

(b) Languages known (Mention Language(s) Known & Indicate by ✓ mark in appropriate box) :

A]		Speak	Read	Write	B]		Speak	Read	Write
C]		Speak	Read	Write	D]		Speak	Read	Write
E]		Speak	Read	Write	F]		Speak	Read	Write

16. **BIRTH PLACE:** Place: _____ District: _____ State: _____

17. **NATIONALITY :** _____

18. **PARTICULARS OF NON-REFUNDABLE FEES PAID: (ONLY through any branch of Union Bank of India by cash on prescribed Payment Challan). CHEQUES, DEMAND DRAFTS, PAY ORDERS, MONEY ORDERS, INDIAN POSTAL ORDERS AND POSTAGE STAMPS WILL NOT BE ACCEPTED.**

Name & Address of Issuing Bank & Branch	Branch SOL ID	TRANS ID	Date of Payment	Amount
UNION BANK OF INDIA, _____ BRANCH				Rs.300.00 (GEN/OBC/EX-S)

19: DETAILS OF EDUCATIONAL QUALIFICATIONS as on 31.05.2009 :
[PHOTOCOPIES OF DEGREE PASSING CONVOCATION CERTIFICATES & MARKSHEETS FOR EACH SEMESTER / YEAR MUST BE ENCLOSED WITH THIS APPLICATION - NON ADHERENCE WILL RENDER REJECTION OF THE APPLICATION]

State the FULL NAME OF COURSE / EXAMINATION PASSED under the respective section below	Full Name of University/ Institution Studied	Specialisation / Stream / Discipline	Subjects studied	Month & Year of Passing	%Age of marks
AT SSC (X CLASS) LEVEL :					
AT HSC (XII CLASS) / PRE-UNIVERSITY LEVEL :					
AT GRADUATION LEVEL : 1. 2. 3.					
AT POST-GRADUATION STUDY : 1. 2. 3. 4.					

AT PROFESSIONAL STUDY : 1. 2. 3.					
AT TECHNICAL / SOFT SKILL STUDY: 1. 2. 3.					
COMPUTER PROFICIENCY STUDY : State Name of Computer Course or if part of Curriculum, name of Course & year at which studied) [Attach Proof - Certificate / Marks Sheet].					
ANY OTHER STUDY:					

(If space for Educational Qualification is insufficient please attach a separate sheet)

20. DETAILS OF WORK EXPERIENCE As on 31.05.2009 (latest first) :**[ENCLOSE PROOF / PHOTOCOPIES OF CERTIFICATES IN SUPPORT OF YOUR CLAIM.]**

Name & Full Address of Employer & Nature of activities carried out by them	Your Designation	Period of service (Give Dates)		Length of service		Brief Description of duties performed	Reason for leaving service
		From	To	Yrs.	Mths.		

(If space for Work Experience is insufficient please attach a separate sheet)

21. Any other additional information:

DECLARATION

I hereby declare that all statements made in this application are true, complete & correct to the best of my knowledge and belief and that I have not concealed any material facts. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative Notification, my candidature / appointment is liable to be cancelled / terminated. I am willing to serve anywhere in India. I agree that Bank has right to transfer me to any part of the country at its discretion.

I undertake to abide by all the terms and conditions in the Recruitment Notification given by the Bank.

I hereby agree that any legal proceedings in respect of any matter(s) or claims or disputes arising out of this application and/or out of the said Notification can be instituted by me only at Mumbai.



SIGNATURE OF THE APPLICANT

Place : _____

Date : _____

APPLICANT'S NAME : _____

FOLD & CUT ALONG THIS MIDLINE

BRANCH OFFICIALS TO CAREFULLY ENTER DETAILS AS BRANCHES ARE NOT PERMITTED TO DEBIT THIS ACCOUNT												APPLICANT'S COUNTERFOIL (Hand over to Candidate)																			
BANK'S PAYMENT RECEIPT VOUCHER												APPLICANT'S COUNTERFOIL (Hand over to Candidate)																			
																															
UNION BANK RECRUITMENT PROJECT - 2009												UNION BANK RECRUITMENT PROJECT - 2009																			
RECRUITMENT APPLICATION FEES PAYMENT CHALLAN												RECRUITMENT APPLICATION FEES PAYMENT CHALLAN																			
To be filled in by the BANK'S BRANCH												To be filled in by the BANK'S BRANCH																			
Branch Name												Branch Name																			
Branch SOL ID												Branch SOL ID																			
Credit to A/c. No.				37890 101 0036586								Credit to A/c. No.				37890 101 0036586															
PAYMENT DATE				D		D		M		M		Y		Y		PAYMENT DATE				D		D		M		M		Y		Y	
										0		8														0		8			
BRANCH TRANSACTION ID												BRANCH TRANSACTION ID																			
To be filled in by the CANDIDATE												To be filled in by the CANDIDATE																			
CATEGORY (✓)				SC / ST / PWD				OTHERS				CATEGORY (✓)				SC / ST / PWD				OTHERS											
FEES PAID (✓)				NIL				Rs.300.00				FEES PAID (✓)				NIL				Rs.300.00											
* CANDIDATE'S FULL NAME & ADDRESS in BLOCK LETTERS: (✓) Mr. / Mrs. / Ms.												* CANDIDATE'S FULL NAME & ADDRESS in BLOCK LETTERS: (✓) Mr. / Mrs. / Ms.																			
_____												_____																			
_____												_____																			
_____												_____																			
* Applicant's Name & Signature on <u>this Payment Challan</u> & on the <u>Application Form</u> SHOULD BE IDENTICAL.												* Applicant's Name & Signature on <u>this Payment Challan</u> & on the <u>Application Form</u> SHOULD BE IDENTICAL.																			
Candidate's Signature : _____												Candidate's Signature : _____																			
Mobile /Telephone No. (with STD Code) : _____												Mobile /Telephone No. (with STD Code) : _____																			
Bank's Branch CASH RECEIVED Stamp												Bank's Branch CASH RECEIVED Stamp																			
BANK'S AUTHORISED SIGNATORY												BANK'S AUTHORISED SIGNATORY																			
1. BRANCH TO ENSURE THAT BRANCH NAME, SOL ID, PAYMENT DATE, and TRANSACTION ID & APPLICANT'S NAME ARE CORRECTLY & LEGIBLY NOTED IN THIS CHALLAN.												NOTE: While applying, please enter in the Application Form in Application Fee Payment Details (1) Branch Name, (2) Branch SOL ID; (3) Payment Date; & (4) TRANS ID given above.																			
2. BRANCH TO CUT THIS PAYMENT CHALLAN INTO HALF ALONG MID LINE, & HAND OVER APPLICANT'S COUNTERFOIL TO APPLICANT. RETAIN THE BANK'S VOUCHER PORTION FOR BRANCH RECORDS.												ATTACH PHOTOCOPY OF THIS CHALLAN TO THE APPLICATION FORM AND THE ORIGINAL IS TO BE RETAINED AND PRODUCED WHILE APPEARING FOR GROUP DISCUSSION / PERSONAL INTERVIEW FOR VERIFICATION.																			