



RECRUITMENT NOTIFICATION

UNION BANK OF INDIA, a leading Public Sector Bank, with Pan India Branch Network of 3500 branches with Head Office in Mumbai invites Applications for recruitment to the post of Internal Ombudsman on Contract Basis.

The details are given below:

Opening date for making Applications and Payment of Fees of Rs. 500/- : 16.04.2013

Last Date for making Applications and Payment of Fees of Rs. 500/- : 30.04.2013

ELIGIBILITY CRITERIA (as on 01/04/2013) :

Qualifications :

The candidate should have retired on superannuation as General Manager from any Public Sector Bank other than Union Bank of India.

Age:

The candidate should not be more than 62 years of age as on 01.04.2013.

Duration of the Contract:

The duration of the contract will be for an initial period of two years, extendable for a maximum period of one year by the Appointment Committee.

Work Experience:

The candidate should have minimum of ten years experience in the Branch and /or as Regional Manager and/or General Manager (Field Operations).

Honorarium

The appointee would be paid a Lump sum amount of Rs. 60000/- P.M, subject to deduction of taxes as applicable.

AND

Reimbursement of actual expenses incurred for local Conveyance subject to a ceiling of Rs.5000/- P.M.

Apart from the honorarium mentioned above, the appointee will be not be entitled to any other Perquisites/ Facility etc.

Job Profile:

The appointee will be directly reporting to the Customer Service Committee of the Board of the Bank and shall be the focal point for Internal Grievance Redressal System in terms of Damodaran Committee recommendations, so that a minimum number of complaints are escalated to the Banking Ombudsman. Internal Ombudsman will help in strengthening customer confidence in the Internal Redressal Mechanism of the Bank.

Leave:

During the period of contractual engagement the appointee will be eligible to avail Paid Leave @ 1 day for each completed month, maximum 12 days over a period of 12 months, without carry forward facilities of accumulated leave. Leave may be availed not exceeding 4 days at a stretch. Any other absence shall be treated as on Loss of Pay affecting the Fixed Component of the compensation package. The accumulated leave will not be encashable.

Selection Procedure:

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, extracurricular activities, hobbies, general demeanor, behavior, communication skills, etc. The minimum qualifying marks for the Personal Interview would be 50% (45% for Reserved Category Candidates).

Submission of application:

Applicants should submit their application, along with the required documents, in the format given here below, as Annexure II, at the following address,

Union Bank of India
Post Bag no 9952
Nariman Point Post Office,
Mumbai 400021

Candidates should note that the Post Bag will be opened at 5.00 P.M on 30.04.2013 for collection of Applications. Any application received after 5.00 P.M on 30.04.2013 will not be considered. Candidate's should therefore ensure to submit their applications at the address given well in time.

Termination of Contract:

The Bank will be entitled to terminate the contract at any time without assigning any reason whatsoever, by giving 30 days notice or on payment of fixed Component Compensation equivalent to Rs. 60000/- being equivalent to one Month's fixed component of the compensation in lieu of such Notice.

In case the appointee desires to terminate the contract before the expiry of the contractual period of one year, he / she will have to give to the Bank clear one month's notice or make payment of Rs. 60000/- being equivalent to one Month's fixed component of the compensation in lieu of such Notice.

How to apply:

- (i) Log on to the Bank's website 'www.unionbankofindia.co.in' and on the Home Page under the link "Careers", access the Recruitment Notification titled "UNION BANK RECRUITMENT PROJECT - INTERNAL OMBUDSMAN.
- (ii) Print the Recruitment Notification alongwith the application form and the Recruitment Application Fee Payment Challan. Read the notification carefully and, if found eligible to apply, payment of the prescribed Application Fee of Rs.500/- can be made at any Union Bank of India Branch on the prescribed Challan.
- (iii) After making Payment of the Application Fees, fill in the required details in the **Application Form** and attach your latest Passport size photograph on the application form. **Submit the Application alongwith all the required documents, by post, at the address given in the advertisement, NOT LATER THAN 5.00 P.M on 30.04.2013.**
- (iv) The Candidate is required to keep a copy of the Application Form and one set of the prescribed documents to be submitted if & when invited for the Personal Interview. Ensure to also bring along the Original Documents for verification at the time of Personal Interview.



GENERAL INSTRUCTIONS:

- a) Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, documents to be produced, interview, selection and any other matter relating to recruitment will be final and binding on the candidate. While applying for the post, the applicant should ensure that he / she fulfills the eligibility and other criteria mentioned above and that the particulars furnished are correct in all respects.

In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will automatically stand cancelled. If any of the above shortcoming(s) is / are detected even after appointment, his / her contractual appointment is liable to be terminated without any notice.

- b) Mere submission of application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him / her right to be called for interview.
- c) Incomplete applications will be rejected outright.
- d) 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 online 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.
- e) While every effort will be made to ensure that the Intimation to the eligible candidates short listed for attending the Interview is sent sufficiently in advance, the Bank will not be held responsible for delay in receiving the intimation by the candidate for any reason whatsoever. The candidates are advised to keep track of the status of their candidature by visiting the Banks website from time to time.
- f) Appointment of the short-listed / selected candidate is subject to his / her being found fit in prescribed pre-recruitment Medical Examination.
- g) Selected candidate, who is presently in employment, will be required to produce a clear and valid discharge certificate / relieving letter from the present employer before joining the service
- h) 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.
- i) In case any dispute arises on account of interpretation in version other than English, the English version will prevail.
- j) Any resultant dispute arising out of this Notification shall be subject to the sole jurisdiction of the Courts situated in Mumbai.

Fold & Cut Along this Midline

BANK'S VOUCHER							APPLICANT'S COUNTERFOIL						
 यूनियन बैंक <small>ऑफ इंडिया</small>							 यूनियन बैंक <small>ऑफ इंडिया</small>						
UNION BANK RECRUITMENT PROJECT - 2013 Internal Ombudsman							UNION BANK RECRUITMENT PROJECT - 2013 Internal Ombudsman						
RECRUITMENT APPLICATION FEES PAYMENT CHALLAN							RECRUITMENT APPLICATION FEES PAYMENT CHALLAN						
Opening date of payment -16.04.2013							Opening date of payment -16.042013						
Last date of payment - 30.04.2013							Last date of payment - 30.04.2013						
For Branch Office Use							For Branch Office Use						
Branch							Branch						
Branch							Branch						
Credit	37890 101 0036586						Credit to	37890 101 0036586					
PAYMENT DATE	D	D	M	M	Y	Y	PAYMENT DATE	D	D	M	M	Y	Y
			0		1	3				0		1	3
TRANS							TRANS ID						
To be filled in by the Applicant							To be filled in by the Applicant						
APPLICATION FEE			Rs.500.00				APPLICATION FEE			Rs.500.00			
* APPLICANT'S FULL NAME in BLOCK LETTERS: Mr. / Mrs. / Ms.							* APPLICANT'S FULL NAME in BLOCK LETTERS: Mr. / Mrs. / Ms.						
_____							_____						
* Applicant's Name <u>on this Payment Challan</u> & <u>on the On-Line Application Form</u> SHOULD BE THE SAME.							* Applicant's Name <u>on this Payment Challan</u> & <u>on the On-Line Application Form</u> SHOULD BE THE SAME.						
Branch Stamp : BANK'S AUTHORISED SIGNATORY							Branch Stamp : 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 ON-LINE, please enter in On-Line Application Form in Application Fee Payment Details (1) Branch Name, (2)Branch SOL ID; (3) Payment Date; & (4) TRANS ID given above.						

APPLICATION FOR THE POST OF INTERNAL OMBUDSMAN (I . O) ON CONTRACT

To,
General Manager-(P &HR),
Union Bank of India
Post Bag no 9952
Nariman Point Post Office,
Mumbai 400021.

Paste passport
size photograph

Please sign across
the photograph

With reference to your advertisement on Bank's website dated _____
I, submit my application as under.

1. Name (in full)-(First name, middle name and last name)_____
2. Gender (Male / Female)_____
3. Category : (GEN/SC/ST/OBC) _____
4. Nationality:_____
5. Date of Birth (As per attached copy of School leaving Certificate):_____
6. Age in completed years as on 01.04.2013:_____
7. Religion:_____
8. Marital Status : _____
9. Father's/ Husbands Name:_____
10. Permanent Address:_____
- _____
- _____
11. Address for Correspondence:

