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Bank of Baroda

RECRUITMENT OF HUMAN RESOURCE ON REGULAR BASIS FOR VARIOUS DEPARTMENTS IN BANK OF BARODA

Join India's International Bank for a Challenging Assignment
BOB/HRM/REC/ADVT/2024/08

Online Registration of Application starts from : 28.12.2024	Last date for Submission of Application & Payment of fees: 17.01.2025

IMPORTANT TO NOTE

a)	The process of Registration of application is complete only when fee is deposited with the Bank through On-line mode on or before the last date for fee payment. Candidates are requested to note down the acknowledgement number and a copy of application form for their future reference.
b)	Before applying, candidates should ensure that they fulfill all the eligibility criteria for the post as on the date of eligibility.
c)	Short-listing and interview / selection method will be purely provisional without verification of documents. Candidature will be subject to verification of all details/documents with the original as and when called by the Bank.
d)	Candidates are advised to check Bank's website (Current Opportunities) regularly for details and updates. All revisions/corrigendum/modifications (if any) will be hosted on the Bank's website only.
e)	All correspondence, including Call letters/ Interview Dates/advices, wherever required, will be made only on the email ID mentioned by the candidate in their online application form and the same has to be kept active till completion of this recruitment process.
f)	Post qualification experience below 6 months in any organization & Experience in Clerical cadre would not be considered.
g)	Only Candidates willing to serve anywhere in India, should apply.

1. Details of Positions & Eligibility Criteria (As on 01.12.2024):

Sr. No.	Position	Grade / Scale	Vacancies#	Age (in years)	Education Qualification*	Post Qualification Experience
Department - Rural & Agri Banking (200 Vacancies)						
1	Agriculture Marketing Officer	Scale I	150	Min.: 24 Max.: 34	Graduation in any discipline AND Two Year Full Time Post Graduate Degree or Diploma in Sales/Marketing/Agri Business/Rural Management/Finance	Minimum -02- Year experience in Sales Activities in Agri-Lending for Banking/ NBFC Sector.
2	Agriculture Marketing Manager	Scale II	50	Min.: 26 Max.: 36	Graduation in any discipline AND Two Year Full Time Post Graduate Degree or Diploma in Sales/Marketing/Agri Business/Rural Management/Finance	Minimum -04- Year experience in Sales Activities in Agri-Lending for Banking/ NBFC Sector.
Department - Retail Liabilities (450 Vacancies)						
3	Manager - Sales	Scale II	450	Min.: 24 Max.: 34	Graduation in any discipline **Preferred** : MBA / PGDM in Marketing/Sales/Banking	Minimum -03- Year experience in Marketing and sales in Banking and Finance institutions
Department - MSME Banking (341 Vacancies)						
4	Manager - Credit Analyst	Scale II	78	Min.: 24 Max.: 34	Graduation in any discipline **Preferred** : CA/CFA/CMA or Two Year Full Time MBA / PGDM in Finance	Minimum -03- Year experience in Credit appraisal, preferably in Corporate/ MSME Credit in any Scheduled Commercial Bank/NBFC/Public sector or listed Financial Institutions in India. OR Minimum 3 years of experience as Analyst in RBI approved Rating Agencies. (However, for candidate having CA/CMA qualification, minimum experience required is 2 years)
5	Senior Manager - Credit Analyst	Scale III	46	Min.: 27 Max.: 37	Graduation in any discipline **Preferred** : CA/CFA/CMA or Two Year Full Time MBA / PGDM in Finance	Minimum -06- Year experience in Credit appraisal, preferably in Corporate/ MSME Credit in any Scheduled Commercial Bank/NBFC/Public sector or listed Financial Institutions in India. OR Minimum 6 years of experience as

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						Analyst in RBI approved Rating Agencies. (However, for candidate having CA/CMA qualification minimum experience required is 5 years)
6	Senior Manager - MSME Relationship	Scale III	205	Min.: 28 Max.: 40	Graduation in any discipline	Minimum 8 years of experience in Credit / MSME-Credit / Sales / Marketing with any Bank / Financial Institutions in India
					OR	
					Two Year Full Time MBA / PGDM in Finance / Marketing / Banking	Minimum 6 years of experience in Credit / MSME- Credit / Sales / Marketing with any Bank / Financial Institutions in India.
7	Head - SME Cell	Scale IV	12	Min.: 30 Max.: 42	Graduation in any discipline **Preferred** : Post graduate Degree/Diploma in Management with Specialization in Marketing/Sales/Banking /Forex/Finance	Minimum -08- Year experience in Relationship Management in MSME Credit/Sales with any Bank/ NBFC/Financial Institutions in India.
Department - Information Security (09 Vacancies)						
8	Officer - Security Analyst	Scale I	5	Min.: 22 Max.: 32	**Mandatory**: BE / BTech in Computer Science / Information Technology/ Electronics & Communications OR MCA/ MSc (Computer Science)/ MSc (IT) / MSc in Cyber Security **Preferred:** 1.CEH/CISA/CISM/CRISC/CISSP 2.SOC security technology certifications from OEM like SIEM/UEBA/SOAR/ VM/DAM/PCAP/NBA/XDR/WAF	Minimum -01- Year experience in IT / IT Security in Banking, financial services and insurance (BFSI)/ Non-Banking Financial Company (NBFC)/ Financial technology (FinTech)/ IT MNCs.
9	Manager - Security Analyst	Scale II	2	Min.: 24 Max.: 34	**Mandatory**: BE / BTech in Computer Science / Information Technology/ Electronics & Communications OR MCA/ MSc (Computer Science)/ MSc (IT) / MSc in Cyber Security AND Mandatory Certification: CISSP/CISM/CISA **Preferred:** 1.CEH/CISA/CISM/CRISC/CISSP 2.SOC security technology certifications from OEM like SIEM/UEBA/SOAR/ VM/DAM/PCAP/NBA/XDR/WAF	Minimum -03- Year experience in IT Security in Banking, financial services and insurance (BFSI)/ Non-Banking Financial Company (NBFC)/ Financial technology (FinTech)/ IT MNCs.
10	Senior Manager - Security Analyst	Scale III	2	Min.: 27 Max.: 37	Mandatory: BE / BTech in Computer Science / Information Technology/ Electronics & Communications OR MCA/ MSc (Computer Science)/ MSc (IT) / MSc in Cyber Security AND Mandatory Certification: CISSP/CISM/CISA **Preferred**: 1.CEH/CISA/CISM/CRISC/CISSP 2.SOC security technology certifications from OEM like SIEM/UEBA/SOAR/ VM/DAM/PCAP/NBA/XDR/WAF	Minimum -06- Year experience in IT Security in Banking, financial services and insurance (BFSI)/ Non-Banking Financial Company (NBFC)/ Financial technology (FinTech)/ IT MNCs.
Department - Facility Management (22 Vacancies)						
11	Technical Officer-Civil Engineer	Scale I	6	Min.: 22 Max.: 32	BE / B Tech or Equivalent in Civil Engineering	Minimum -01- Year experience in the relevant field in a Bank or Financial Institution or Public Sector Undertaking or Private institutions

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						with exposure in monitoring Civil work of Construction Projects, preparation of Estimates, maintenance of Electromechanical equipment in Multistoried Buildings etc.
12	Technical Manager- Civil Engineer	Scale II	2	Min.: 24 Max.: 34	BE / B Tech or Equivalent in Civil Engineering	Minimum -03- Year experience in the relevant field in a Bank or Financial Institution or Public Sector Undertaking or Private institutions with exposure in monitoring Civil work of Construction Projects, preparation of Estimates, maintenance of Electromechanical equipment in Multistoried Buildings etc.
13	Technical Senior Manager- Civil Engineer	Scale III	4	Min.: 27 Max.: 37	BE / B Tech or Equivalent in Civil Engineering	Minimum -06- Year experience in the relevant field in a Bank or Financial Institution or Public Sector Undertaking or Private institutions with exposure in monitoring Civil work of Construction Projects, preparation of Estimates, maintenance of Electromechanical equipment in Multistoried Buildings etc.
14	Technical Officer- Electrical Engineer	Scale I	4	Min.: 22 Max.: 32	BE / B Tech or Equivalent in Electrical Engineering	Minimum -01- Year experience in the relevant field in a Bank or Financial Institution or Public Sector Undertaking or Private institutions with exposure in monitoring Electrical work of Construction Projects, preparation of Estimates, maintenance of Electromechanical equipment in Multistoried Buildings etc.
15	Technical Manager- Electrical Engineer	Scale II	2	Min.: 24 Max.: 34	BE / B Tech or Equivalent in Electrical Engineering	Minimum -03- Year experience in the relevant field in a Bank or Financial Institution or Public Sector Undertaking or Private institutions with exposure in monitoring Electrical work of Construction Projects, preparation of Estimates, maintenance of Electromechanical equipment in Multistoried Buildings etc.
16	Technical Senior Manager- Electrical Engineer	Scale III	2	Min.: 27 Max.: 37	BE / B Tech or Equivalent in Electrical Engineering	Minimum -06- Year experience in the relevant field in a Bank or Financial Institution or Public Sector Undertaking or Private institutions with exposure in monitoring Electrical work of Construction Projects, preparation of Estimates, maintenance of Electromechanical equipment in Multistoried Buildings etc.
17	Technical Manager- Architect	Scale II	2	Min.: 24 Max.: 34	Degree in Architecture (B. Arch or equivalent)	Minimum -03- Year experience in the relevant architectural field in a Public Sector Undertaking or Bank or Financial Institution or Private institutions with exposure in designing structure of Multistoried /High-Rise Buildings,Working knowledge on residential & commerical building designinig and , interior designing of commercial offices, landscape designing & broader knowledge of Mechanical, Electrical, Plumbing & Fire (Services) designing in accordance with Indian Standard (IS)/National Building Code (NBC) Codes, Design and Analysis using softwares covering the fundamentals of civil engineering, 2D/3D modelling.
Department - Corporate & Institutional Credit (30 Vacancies)						
18	Senior Manager – C&IC Relationship Manager	Scale III	10	Min.: 29 Max.: 39	Graduation in any discipline AND Two Year Full Time MBA / PGDM in Finance	Minimum -06- Year Experience in Public / Private / Foreign Banks/Financial Institutions with at

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					Preferred: CA/CMA/CS/CFA	least 2 years exposure in Sales/ Relationship Management in Corporate Credit.
19	Chief Manager – C&IC Relationship Manager	Scale IV	5	Min.: 30 Max.: 42	Graduation in any discipline AND Two Year Full Time MBA / PGDM in Finance **Preferred**: CA/CMA/CS/CFA	Minimum -08- Year Experience in Public / Private / Foreign Banks/Financial Institutions with at least 4 years exposure in Sales/ Relationship Management in Corporate Credit.
20	Senior Manager – C&IC Credit Analyst	Scale III	5	Min.: 29 Max.: 39	Graduation in any discipline AND Two Year Full Time MBA / PGDM in Finance **Preferred**: CA/CMA/CS/CFA	Minimum -06- Year Experience in any Bank with at least 3 years of exposure in Credit Appraisal/ Processing in Large/ Mid Corporate Credit in Public / Private / Foreign Banks/ Financial Institutions.
21	Chief Manager – C&IC Credit Analyst	Scale IV	10	Min.: 30 Max.: 42	Graduation in any discipline AND Two Year Full Time MBA / PGDM in Finance **Preferred**: CA/CMA/CS/CFA	Minimum -08- Year Experience in any Bank with at least 5 years of exposure in Credit Appraisal/ Processing in Large/ Mid Corporate Credit in Public / Private / Foreign Banks/ Financial Institutions.
Department – Finance (13 Vacancies)						
22	Senior Manager - Business Finance	Scale III	5	Min.: 27 Max.: 37	CA or Two Year Full Time MBA / PGDM in Finance	Minimum -06- Year Experience in Business Finance in Large Bank/ NBFC
23	Chief Manager - Business Finance	Scale IV	5	Min.: 30 Max.: 42	CA or Two Year Full Time MBA / PGDM in Finance	Minimum -08- Year Experience in Business Finance in Large Bank/ NBFC
24	Asst General Manager - Business Finance	Scale V	3	Min.: 33 Max.: 45	CA or Two Year Full Time MBA / PGDM in Finance	Mininimum -10- Year Experience in Business Finance in Large Bank/ NBFC
Department - Information Technology (177 Vacancies)						
25	Senior Developer Full Stack JAVA	Scale III	26	Min.: 27 Max.: 37	Full Time B.E/ B.Tech./MCA in Computer Science or Information Technology	Minimum -06- Year experience in software development.
26	Developer Full Stack JAVA	Scale II	20	Min.: 24 Max.: 34	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -03- Year experience in software development.
27	Senior Developer - Mobile Application Development	Scale III	10	Min.: 27 Max.: 37	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -06- Year experience in software development.
28	Developer - Mobile Application Development	Scale II	10	Min.: 24 Max.: 34	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -03- Year experience in software development.
29	Cloud Engineer	Scale II	6	Min.: 24 Max.: 34	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -03- Year Technical and IT experience out of which at least 1 years' experience in the field of cloud computing.
30	ETL Developers	Scale II	7	Min.: 24 Max.: 34	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -03- Year Experience in ETL Development.
31	Senior ETL Developers	Scale III	5	Min.: 27 Max.: 37	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -06- Year experience in ETL Development.
32	AI Engineer (AI/GenAI/NLP/ ML)	Scale II	20	Min.: 24 Max.: 34	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -03- Year experience in artificial intelligence, natural language processing, content analysis, cyber security, team management, engineering, and Python.
33	Senior AI Engineer (AI/GenAI/NLP/ ML)	Scale III	4	Min.: 27 Max.: 37	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -06- Year experience in Data Science and Generative AI. Background in machine learning, deep learning, and natural language processing. Desirable experience in testing AI algorithms and models.
34	API Developer	Scale II	6	Min.: 24 Max.: 34	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -03- Year Technical and IT experience out of which at least 01 years' experience in the field of API Development.
35	Senior API Developer	Scale III	8	Min.: 27 Max.: 37	Full Time B.E/ B.Tech. in Computer Science/Information Technology	Minimum -06- Year Technical and IT experience out of which at least 03 years' experience in the field of API Development.

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36	Network Administrator	Scale II	5	Min.: 24 Max.: 34	Full Time B.E./ B.Tech. in Computer Science or Information Technology or Electronics & Communication **Preferred**: Networking certifications from Cisco/Arista is desirable	Minimum -03- Year Technical and IT experience out of which at least 01 years' experience in the field of IT networking
37	Server Administrator (Linux & Unix)	Scale II	10	Min.: 24 Max.: 34	Full Time B.E./ B.Tech. in Computer Science or Information Technology or Electronics & Communication **Preferred**:Certification in Red Hat Certified System Administrator (RHCSA) / Microsoft Certifications/ VMware Certified Professional	Minimum -03- Year Technical and IT experience out of which at least 01 years' experience in the field of Server administration.
38	Senior Database Administrator (Oracle)	Scale III	6	Min.: 27 Max.: 37	Full Time B.E./ B.Tech. in Computer Science or Information Technology or Electronics & Communication **Preferred**: Relavant certifications such as Oracle Certified Professional (OCP), Microsoft Certified Database Administrator.	Minimum -06- Year Technical and IT experience out of which at least 03 years' experience in the field of Database administration.
39	Database Administrator	Scale II	8	Min.: 24 Max.: 34	Full Time B.E./ B.Tech. in Computer Science or Information Technology or Electronics & Communication **Preferred**: Relevant database certification is desirable	Minimum -03- Year Technical and IT experience out of which at least 01 years' experience in the field of Database administration.
40	Senior Storage Administrator and Backup	Scale III	2	Min.: 27 Max.: 37	Full Time B.E./ B.Tech. in Computer Science or Information Technology or Electronics & Communication **Preferred**: Certification in Certified Storage Networking Expert (CSNE) NetApp Certified storage Administrator	Minimum -06- Year Technical and IT experience out of which at least 03 years' experience in the field of storage and Backup.
41	Storage Administrator and Backup	Scale II	6	Min.: 24 Max.: 34	Full Time B.E./ B.Tech. in Computer Science or Information Technology	Minimum -03- Year Technical and IT experience out of which at least 01 years' experience in the field of Storage and backup.
42	Postgress Administrator	Scale II	2	Min.: 24 Max.: 34	Full Time B.E./ B.Tech. in Computer Science or Information Technology	Minimum -03- Year Technical and IT experience out of which at least 01 years' experience in the field of PostgreSQL Administration.
43	Finacle Developer	Scale II	10	Min.: 24 Max.: 34	Full Time B.E./ B.Tech. in Computer Science or Information Technology OR MCA	Minimum -03- Year Technical and IT experience out of which at least 01 years' experience in the field of Finacle Development.
44	Senior Finacle Developer	Scale III	6	Min.: 27 Max.: 37	Full Time B.E./ B.Tech. in Computer Science or Information Technology OR MCA	Minimum -06- Year Technical and IT experience out of which at least 03 years' experience in the field of Finacle Development.
Department - Enterprise Data Management Office (25 Vacancies)						
45	Senior Manager - Data Scientist	Scale III	2	Min.: 27 Max.: 37	Mandatory: Master's / Ph.D in Data Science, Computer Science, Statistics, Applied Mathematics **Preferred**: Experience with cloud platforms (e.g., AWS, Azure, Google Cloud) and big data technologies is an added advantage.	Minimum -06- Year experience in data science, with a strong track record of delivering impactful data projects. Experience in BFSI sector will be preferred.
46	Chief Manager - Data Scientist	Scale IV	1	Min.: 30 Max.: 42	Mandatory: Master's / Ph.D in Data Science, Computer Science, Statistics, Applied Mathematics **Preferred**: Experience with cloud platforms (e.g., AWS, Azure, Google Cloud) and big data technologies is an added advantage.	Minimum -08- Year experience in data science, with a strong track record of delivering impactful data projects. Experience in BFSI sector will be preferred.

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47	Data Warehouse Operation	Scale II	3	Min.: 24 Max.: 34	Mandatory: B. Sc (IT) / B. Sc Computer Science / BCA or B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications/MCA	Minimum - 3 years of experience out of which minimum 2 years in SQL/PL-SQL or Impala / Hive Query and Qlik development.
48	.Net Developer	Scale II	2	Min.: 24 Max.: 34	Mandatory: B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications OR BCA/B. Sc. (IT)/ MCA **Preferred**: Certification in .NET development (MCSD, MCP)	Minimum -03- Year experience in Application development, out of which minimum 2 years in .NET Application Development using ASP .NET, C#, SQL Server / PL-SQL
49	IT Engineer	Scale II	1	Min.: 24 Max.: 34	Mandatory: B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications/MCA	Minimum -03- Year experience in relevant field in IT Sector, out of which at least -2-years as a Systems Administrator Prior Experience of managing similar profile in Banking domain will be preferred.
50	DQ Analyst	Scale II	1	Min.: 24 Max.: 34	Mandatory: Bachelor's degree in data science, / Computer Science /Information Technology/ Statistics or B.E. / B. Tech in (Computer Science / IT) or Electronics & Telecommunications / BCA/MCA/ **Preferred**: Master's degree in data science, / Computer Science /Information Technology/ Statistics	Minimum -03- Year experience in relevant field in IT sector out of which minimum -2-years as Data Quality Analyst, Experience in any ETL tool (Preferably Informatica) will be preferred.
51	Data profiling	Scale II	1	Min.: 24 Max.: 34	Mandatory: B. Sc (IT) / B. Sc Computer Science / BCA or B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications/MCA	Minimum - 3 years of experience out of which minimum 2 years in SQL/PL-SQL or Impala / Hive Query and Qlik development.
52	Manager - Automation & Maintenance of Regulatory Returns	Scale II	3	Min.: 24 Max.: 34	Mandatory: B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications OR BCA/B. Sc. (IT/Computer Science)/ MCA	Minimum -03- Year experience in relevant field in IT sector out of which minimum -2-years in project management domain. Experience in developing/handling Regulatory return will be preferred.
53	Senior Manager - Information Security Officer	Scale III	1	Min.: 27 Max.: 37	Mandatory : B. Sc (IT) / B. Sc Computer Science / BCA or B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications/MCA AND Valid Infosec domain certifications like CISSP/ CISM/ CCSP etc. **Preferred**: Knowledge of cloud computing platforms (AWS/Azure etc.)	Minimum -06- Year experience in BFSI, with minimum -3-years in IT Security

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54	Chief Manager - Information Security Officer	Scale IV	1	Min.: 30 Max.: 42	Mandatory : B. Sc (IT) / B. Sc Computer Science / BCA or B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications/MCA AND Valid Infosec domain certifications like CISSP/ CISM/ CCSP etc. **Preferred**: Knowledge of cloud computing platforms (AWS/Azure etc.)	Minimum -08- Year experience in BFSI, with minimum -3-years in IT Security
55	Senior Manager - Data Privacy Compliance Officer	Scale III	1	Min.: 27 Max.: 37	Mandatory: Graduation/ Post Graduation in any disciplinefrom **Preferred**: Degree In Law, Valid Privacy Domain Certifications like Certified Information Privacy Manager (CIPM), Fellow of Information Privacy (FIP), Certified Information Privacy Technologist (CIPT), Certified Data Privacy Solutions Engineer (CDPSE), etc.	Minimum -06- Year experience in BFSI, with minimum -2-years in Data Privacy/Compliance/Data Governance domain
56	Chief Manager - Data Privacy Compliance Officer	Scale IV	1	Min.: 30 Max.: 42	Mandatory: Graduation/ Post Graduation in any discipline **Preferred**: Degree In Law, Valid Privacy Domain Certifications like Certified Information Privacy Manager (CIPM), Fellow of Information Privacy (FIP), Certified Information Privacy Technologist (CIPT), Certified Data Privacy Solutions Engineer (CDPSE), etc.	Minimum -08- Year experience in BFSI, with minimum -3-years in Data Privacy/Compliance/Data Governance domain
57	Manager – Master Data Management & Metadata	Scale II	2	Min.: 24 Max.: 34	Mandatory: B.E/ B.Tech. in Computer Science/Information Technology/Information System/ Electronics & Telecommunications/MCA/M.E./M.Tech **Preferred**: Certificate in Master Data Management field	Minimum -03- Year experience in Master Data Management
58	Senior Manager – Master Data Management & Metadata	Scale III	1	Min.: 27 Max.: 37	Mandatory: B.E/ B.Tech. in Computer Science/Information Technology/Information System/ Electronics & Telecommunications/MCA/M.E./M.Tech **Preferred**: Certificate in Master Data Management field	Minimum -06- Year experience in Master Data Management
59	Chief Manager – Master Data Management & Metadata	Scale IV	1	Min.: 30 Max.: 42	Mandatory: B.E/ B.Tech. in Computer Science/Information Technology/Information System/ Electronics & Telecommunications/MCA/M.E./M.Tech **Preferred**:Certificate in Master Data Management field	Minimum -08- Year experience in Master Data Management
60	Manager - Qlik Sense Developer	Scale II	2	Min.: 24 Max.: 34	Mandatory: B. Sc (IT) / B. Sc Computer Science / BCA or B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications/MCA	Minimum -03- years of experience out of which minimum 2 years in SQL/PL-SQL or Impala / Hive Query and Qlik development.
61	Senior Manager - Qlik Sense Developer	Scale III	1	Min.: 27 Max.: 37	Mandatory: B. Sc (IT) / B. Sc Computer Science / BCA or B.E/ B.Tech. in Computer Science/Information Technology/Electronics & Telecommunications/MCA	Minimum -06- years of experience out of which minimum 4 years in SQL/PL-SQL or Impala / Hive Query and Qlik development.

* The educational qualifications must be from the college/university recognized by the Government of India//AICTE

Please note that the Bank may modify the number of vacancies depending on its requirement.

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2. Roles & Responsibilities

The detailed roles and responsibilities are appended herewith as Annexure-I. However, Bank reserves the right to modify and/or include any of the KRA(s) for any of the positions from time to time.

3. Reservation in Posts (Wherever applicable):

Sr No	Department	Position	Grade / Scale	Vacancies	ROSTER POINTS						OUT OF WHICH PWD				
					SC	ST	OBC	EWS	UR	TOTAL	OC	HI	VI	ID	TOTAL
1	Rural & Agri Banking	Agriculture Marketing Officer	Scale I	150	22	11	40	15	62	150	2	2	1	1	6
2		Agriculture Marketing Manager	Scale II	50	7	3	13	5	22	50	1	1	0	0	2
3	Retail Liabilities	Manager - Sales	Scale II	450	67	33	121	45	184	450	5	5	4	4	18
4	MSME Banking	Manager - Credit Analyst	Scale II	78	11	5	21	7	34	78	1	1	1	0	3
5		Senior Manager - Credit Analyst	Scale III	46	6	3	12	4	21	46	1	0	0	0	1
6		Senior Manager - MSME Relationship	Scale III	205	44	23	61	35	42	205	2	4	3	3	12
7		Head - SME Cell	Scale IV	12	1	0	3	1	7	12	0	0	0	0	0
8	Information Security	Officer - Security Analyst	Scale I	5	0	0	1	0	4	5	0	0	0	0	0
9		Manager - Security Analyst	Scale II	2	0	0	0	0	2	2	0	0	0	0	0
10		Senior Manager - Security Analyst	Scale III	2	0	0	0	0	2	2	0	0	0	0	0
11	Facility Management	Technical Officer- Civil Engineer	Scale I	6	0	0	1	0	5	6	0	0	0	0	0
12		Technical Manager - Civil Engineer	Scale II	2	0	0	0	0	2	2	0	0	0	0	0
13		Technical Senior Manager - Civil Engineer	Scale III	4	0	0	1	0	3	4	0	0	0	0	0
14		Technical Officer- Electrical Engineer	Scale I	4	0	0	1	0	3	4	0	0	0	0	0
15		Technical Manager - Electrical Engineer	Scale II	2	0	0	0	0	2	2	0	0	0	0	0
16		Technical Senior Manager - Electrical Engineer	Scale III	2	0	0	0	0	2	2	0	0	0	0	0
17		Technical Manager - Architect	Scale II	2	0	0	0	0	2	2	0	0	0	0	0
18	Corporate & Institutional Credit	Senior Manager – C&IC Relationship Manager	Scale III	10	1	0	2	1	6	10	0	0	0	0	0
19		Chief Manager – C&IC Relationship Manager	Scale IV	5	0	0	1	0	4	5	0	0	0	0	0
20		Senior Manager – C&IC Credit Analyst	Scale III	5	0	0	1	0	4	5	0	0	0	0	0
21		Chief Manager – C&IC Credit Analyst	Scale IV	10	1	0	2	1	6	10	0	0	0	0	0
22	Finance	Senior Manager - Business Finance	Scale III	5	0	0	1	0	4	5	0	0	0	0	0
23		Chief Manager - Business Finance	Scale IV	5	0	0	1	0	4	5	0	0	0	0	0
24		Asst. General Manager - Business Finance	Scale V	3	0	0	0	0	3	3	0	0	0	0	0
25	Information Technology	Senior Developer Full Stack JAVA	Scale III	26	3	1	7	2	13	26	1	0	0	0	1
26		Developer Full Stack JAVA	Scale II	20	3	1	5	2	9	20	0	0	0	0	0
27		Senior Developer - Mobile Application Development	Scale III	10	1	0	2	1	6	10	0	0	0	0	0
28		Developer - Mobile Application Development	Scale II	10	1	0	2	1	6	10	0	0	0	0	0
29		Cloud Engineer	Scale II	6	0	0	1	0	5	6	0	0	0	0	0
30		ETL Developers	Scale II	7	1	0	1	0	5	7	0	0	0	0	0
31		Senior ETL Developers	Scale III	5	0	0	1	0	4	5	0	0	0	0	0
32		AI Engineer (AI/GenAI/NLP/ML)	Scale II	20	3	1	5	2	9	20	0	0	0	0	0
33		Senior AI Engineer (AI/GenAI/NLP/ML)	Scale III	4	0	0	1	0	3	4	0	0	0	0	0
34		API Developer	Scale II	6	0	0	1	0	5	6	0	0	0	0	0
35		Senior API Developer	Scale III	8	1	0	2	0	5	8	0	0	0	0	0
36		Network Administrator	Scale II	5	0	0	1	0	4	5	0	0	0	0	0
37		Server Administrator (Linux & Unix)	Scale II	10	1	0	2	1	6	10	0	0	0	0	0
38		Senior Database Administrator (Oracle)	Scale III	6	0	0	1	0	5	6	0	0	0	0	0
39		Database Administrator	Scale II	8	1	0	2	0	5	8	0	0	0	0	0
40		Senior Storage Administrator and Backup	Scale III	2	0	0	0	0	2	2	0	0	0	0	0

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41		Storage Administrator and Backup	Scale II	6	0	0	1	0	5	6	0	0	0	0	0
42		Postgress Administrator	Scale II	2	0	0	0	0	2	2	0	0	0	0	0
43		Finacle Developer	Scale II	10	1	0	2	1	6	10	0	0	0	0	0
44		Senior Finacle Developer	Scale III	6	0	0	1	0	5	6	0	0	0	0	0
45	Enterprise Data Management Office	Senior Manager - Data Scientist	Scale III	2	0	0	0	0	2	2	0	0	0	0	0
46		Chief Manager - Data Scientist	Scale IV	1	0	0	0	0	1	1	0	0	0	0	0
47		Data Warehouse Operation	Scale II	3	0	0	0	0	3	3	0	0	0	0	0
48		.Net Developer	Scale II	2	0	0	0	0	2	2	0	0	0	0	0
49		IT Engineer	Scale II	1	0	0	0	0	1	1	0	0	0	0	0
50		DQ Analyst	Scale II	1	0	0	0	0	1	1	0	0	0	0	0
51		Data profiling	Scale II	1	0	0	0	0	1	1	0	0	0	0	0
52		Manager - Automation & Maintenance of Regulatory Returns	Scale II	3	0	0	0	0	3	3	0	0	0	0	0
53		Senior Manager - Information Security Officer	Scale III	1	0	0	0	0	1	1	0	0	0	0	0
54		Chief Manager - Information Security Officer	Scale IV	1	0	0	0	0	1	1	0	0	0	0	0
55		Senior Manager - Data Privacy Compliance Officer	Scale III	1	0	0	0	0	1	1	0	0	0	0	0
56		Chief Manager - Data Privacy Compliance Officer	Scale IV	1	0	0	0	0	1	1	0	0	0	0	0
57		Manager – Master Data Management & Metadata	Scale II	2	0	0	0	0	2	2	0	0	0	0	0
58		Senior Manager – Master Data Management & Metadata	Scale III	1	0	0	0	0	1	1	0	0	0	0	0
59		Chief Manager – Master Data Management & Metadata	Scale IV	1	0	0	0	0	1	1	0	0	0	0	0
60		Manager - Qlik Sense Developer	Scale II	2	0	0	0	0	2	2	0	0	0	0	0
61		Senior Manager - Qlik Sense Developer	Scale III	1	0	0	0	0	1	1	0	0	0	0	0

A candidate can apply for only one post & one location only (wherever vacancies are notified location wise) and not more than one application should be submitted by any candidate. In case of multiple Applications only the latest valid (completed) application will be retained and the application fee/intimation charges paid for the other multiple registration (s) will stand forfeited. However, the selected candidates are liable to be posted by the Bank at its absolute discretion to any of the Branches/ Offices of the Bank or to any place in India.

Abbreviations stand for: SC - Scheduled Caste, ST - Scheduled Tribe, OBC - Other Backward Classes, EWS – Economically Weaker Sections, UR-Unreserved, PWD - Persons with Disability, OC-Orthopedically Challenged, HI – Hearing Impaired, VI- Visually Impaired, ID- Intellectually Disabled.

NOTE:

1. Please note that change of category submitted by the applicant will not be permitted at any stage after registration of online application.
2. Candidates belonging to OBC category but coming in the 'creamy layer' and/ or if their caste does not find place in the Central List are not entitled to OBC reservation and age relaxation. They should indicate their category as 'GENERAL' or GENERAL (OC/HI/VI/ID) as applicable.
3. Benefit of reservation under EWS category is permissible only upon production of an 'Income and Asset Certificate' issued by a Competent Authority in the format prescribed.
4. Caste/EWS/PWD certificate issued by Competent Authority on format prescribed by the Government of India will have to be submitted by the candidates applying under SC/ST/OBC/EWS/PWD category, while submitting their application/s.
5. The number of vacancies including reserved vacancies mentioned above are provisional and may vary according to the actual requirement of the Bank.
6. Reservation for PWD is horizontal and within the overall vacancies for the post.
7. Candidates seeking age relaxation will be required to submit copies of necessary certificate(s) at the time of Interview and at any subsequent stage of the recruitment process as required by Bank.
8. There is no reservation for Ex-Servicemen in Officers' Cadre.
9. Maximum age indicated is for General category candidates as on 01.12.2024. Relaxation in upper age limit will be available as detailed below.

3.1 Relaxation in Upper Age Limit:

S.N.	Category	Age Relaxation (years)
1.	Scheduled Caste	5
2.	Scheduled Tribe	5
3.	Other Backward Classes (Non-Creamy Layer)	3
4.	Persons with Disability	Gen/EWS – 10, OBC – 13, SC/ST - 15
5.	Ex-servicemen, Commissioned Officers including Emergency Commissioned Officers (ECOs)/ Short Service Commissioned Officers (SSCOs) who have rendered at least 5 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within one year from the last date of receipt of application) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or physical disability attributable to military service or invalidment	Gen/EWS – 5, OBC – 8, SC/ST – 10
6.	Persons affected by 1984 riots	5

The aforesaid Relaxation of Upper Age is applicable as per the Reservation Points available for different positions as mentioned above

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4. **Application fees**:

- Rs.600/- + Applicable Taxes + Payment Gateway Charges for General, EWS & OBC candidates
- Rs.100/- + Applicable Taxes + Payment Gateway Charges for SC, ST, PWD & Women

The candidate is required to pay the non-refundable application fee/Intimation charges irrespective of whether online test is conducted or not and even if the candidate is shortlisted or not for the interview.

5. **Location of Posting**:

The selected candidates are liable to be posted by the Bank at its absolute discretion to any of the Branches/ Offices of the Bank or to any place in India.

6. **Scale of Pay** (as amended from time to time)

JMG/S – I	48480	2000 7	62480	2340 2	67160	2680 7	85920
MMG/S – II	64820	2340 1	67160	2680 10	93960		
MMG/S – III	85920	2680 5	99320	2980 2	105280		
SMG/S – IV	102300	2980 4	114220	3360 2	120940		
SMG/S – V	120940	3360 2	127660	3680 2	135020		

7. **Credit History:** The candidate applying for the above positions shall ensure that, they maintain a healthy Credit history and shall have a minimum CIBIL score of 650 or above at the time of joining. The minimum credit score will be as per the Banks policy, amended from time to time.

8. **Probation Period:**

The selected candidate will be on probation **for a period of 12 months** (-1- year) of active service from the date of his/ her joining the Bank.

9. **Service Bond**

For those selected on **Regular basis**, they will be required to mandatorily execute a Service Bond as under:

"Serve for a minimum period of -3- years in the Bank after joining the services or in lieu thereof an amount of R 1.5 Lacs'

10. **Eligibility Criteria**

Candidates, intending to apply for the said post should ensure that they fulfill the minimum eligibility criteria specified:

Please note that the eligibility criteria specified herein are the basic criteria for applying for the post. Candidates must necessarily produce the relevant documents pertaining to category, nationality, age, educational qualifications, work experience etc. in original along with a photocopy thereof in support of their identity and eligibility as indicated in the online application form at the time of interview and/or any subsequent stage of the recruitment process as required by the Bank. Please note that no change of category will be permitted at any stage after registration of the online application and the result will be processed considering the category which has been indicated in the online application, subject to guidelines of the Government of India in this regard. Merely applying for the said post/ appearing for and being shortlisted in the Online examination and/or in the subsequent GD/interview and/ subsequent processes does not imply that a candidate will necessarily be offered employment in the Bank. No request for considering the candidature under any category other than in which applied will be entertained.

Note:

a. All the educational qualifications mentioned should be from a recognized University/ Institute/ Board recognized by Govt. of India/ approved by Govt. Regulatory Bodies. **Proper document from Board/ University / Regulatory Body has to be submitted at the time of application / interview / as and when called for by the Bank.** The date of passing the examination which is reckoned for eligibility will be the date of passing, appearing on the mark-sheet/ provisional certificate, issued by the University/Institute.
In case the result of a particular examination is posted on the website of the University/ Institute and web based certificate is issued then a certificate **in original** issued by the appropriate authority of the University/ Institute indicating the date of passing properly mentioned thereon will be reckoned for verification and for further process.

b. Candidates should indicate the percentage obtained in Graduation/Post Graduation calculated to the nearest two decimals in the online application. Where CGPA/ OGPA is awarded, the same should be converted into percentage and indicate the same in online application. If called for interview, the candidate will have to produce a certificate issued by the appropriate authority inter alia stating the norms of the University regarding conversion of grade into percentage and the percentage of marks scored by the candidate in terms of norms.

c. Calculation of Percentage: The percentage of marks, unless mentioned by the University/ Board, shall be arrived at, by dividing the total marks obtained by the candidate in all the subjects in all semester(s)/ year(s) by aggregate maximum marks in all the subjects irrespective of honours/ optional/ additional optional subject, if any, multiplied by 100. This will be applicable for those Universities also where class/ grade is decided on the basis of Honours marks only.

The fraction of percentage so arrived will be ignored i.e. 59.99% will be treated as less than 60% and 54.99% will be treated as less than 55%.

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11. Nationality / Citizenship: (as on 01.12.2024)

A candidate must be either i) a Citizen of India or ii) a subject of Nepal or iii) subject of Bhutan or iv) a Tibetan refugee who came over to India before 1st January 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 Government of India. A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination/ interview conducted by the Bank but on final selection, the offer of appointment may be given only after the Government of India has issued the necessary eligibility certificate to him.

12. Selection Procedure

- The selection process may comprises online test, psychometric test or any other test deemed suitable for further selection process **followed by Group Discussion and/or Interview of candidates, qualifying in the online test.**
- However, if the number of eligible applications received is large/less, then Bank reserves the right to change the shortlisting criteria/interview process. Bank may, at its discretion, consider conducting of Multiple Choice/Descriptive/ Psychometric Test / Group Discussion/Interviews or any other selection/shortlisting methodologies for the above position.
- Merely satisfying the eligibility norms does not entitle a candidate to be called for interview. Bank reserves the right to call only the requisite number of candidates for the interview after preliminary screening/short-listing with reference to the candidate's qualification, suitability, experience etc.
- Bank reserves the right to consider the candidature of the candidate to any other position other than for which he/she has applied for, subject to the condition that the candidate fulfil the eligibility criteria prescribed for the position for which the candidate is considered for.
- Bank reserves the right to combine two or more similar position/s as one position, if necessitated.

12.1 Online Test:

The tentative structure of the online examination will be as follows:

Section	Name of the Tests	No. of Questions	Maximum Marks	Duration	Version
1	Reasoning	25	25	75 Minutes	Bilingual
2	English Language	25	25		English
3	Quantitative Aptitude	25	25		Bilingual
4	Professional Knowledge	75	150	75 Minutes	Bilingual
	Total	**150**	**225**	**150 Minutes**	

- The above Sections / Tests except the Test of English Language will be available bilingually, i.e. English and Hindi.
- Section/Test 1, 2 & 3 are qualifying in nature and marks secured in these sections will not be reckoned for final result. **The minimum qualifying marks/percentage of marks in each of the section would be 40% for General & EWS Category and 35% for Reserved Categories**. However, the Bank reserves the right to change the minimum/ waive off qualifying criteria at its sole discretion.
- Marks Section/Test 4 i.e. Professional Knowledge shall be reckoned for shortlisting the candidates for participation in further selection process and drawing the rank list. There will be penalty for wrong answers in this section (i.e. section 4). For each question for which a wrong answer has been given by the candidate, 0.25 of the marks assigned to that question will be deducted as penalty to arrive at corrected score. If a question is left blank, i.e. no answer is given by the candidate; there will be no penalty for that question.

Bank reserves the right to modify the structure of the examination including addition / substitution by the way of descriptive test/case study which will be intimated through its website.

The date of online test shall be advised shortly. Other detailed information, if any, regarding the examination will be given in an information hand out, which will be made available for the candidates to download along with the call letters from the Bank's official website.

12.2 Guidelines for Persons With Benchmark Disabilities/Specific Disability using the services of a Scribe

The scribe will be allowed to be used as per the guidelines issued vide Office Memorandum F.No. 16-110/2003-DDIII dated February 26, 2013 of Government of India, Ministry of Social Justice and Empowerment, Department of Disability Affairs, New Delhi and clarification issued by Government of India, Ministry of Finance, Department of Financial Services vide letter F. No. 3/2/2013- Welfare dated 26.04.2013, Office Memorandum F.No. 34-02/2015-DD-III dated 29.08.2018 of Government of India, Ministry of Social Justice and Empowerment, Department of Empowerment of Persons with Disabilities (Divyangjan) and F. No. 29-6/2019-DD-III dated 10.08.2022. In all such cases where a scribe is used, the following rules will apply:

- For candidates availing scribe in accordance with OM – F. No. 29-6/2019-DD-III dated 10.08.2022, shall be allowed scribe facility subject to production of a certificate at the time of online examination to the effect that person concerned has limitation to write and that scribe is essential to write examination on his/her behalf from competent medical authority of a Government healthcare institution as per proforma attached as Appendix I. Such candidates shall also, upload their certificate while filling the application form.
- The visually impaired candidates and candidates whose writing speed is adversely affected permanently for any reason can use their own scribe at their cost during the online examination.
- The candidate will have to arrange his / her own scribe at his/her own cost.
- The scribe should be from an academic stream different from that stipulated for the post.

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- Both the candidate as well as scribe will have to give a suitable undertaking confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe mentioned above. Further in case it later transpires that he/she did not fulfil any laid down eligibility criteria or suppressed material facts the candidature of the applicant will stand cancelled, irrespective of the result.
- Those candidates who use a scribe shall be eligible for compensatory time of 20 minutes or otherwise advised for every hour of the examination.
- **The scribe arranged by the candidate should not be a candidate for the online examination. If violation of the above is detected at any stage of the process, candidature of both the candidate and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favourably entertained.**
- **Only candidates registered for compensatory time will be allowed such concessions since compensatory time given to candidates shall be system based, it shall not be possible to allow such time if he / she is not registered for the same. Candidates not registered for compensatory time shall not be allowed such concessions.**

12.3 Guidelines for candidates with loco motor disability and cerebral palsy

Compensatory time of 20 minutes per hour or otherwise advised shall be permitted for the candidates with locomotor disability and cerebral palsy where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment).

12.4 Guidelines for Visually Impaired candidates

- Visually Impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font and all such candidates will be eligible for compensatory time of 20 minutes for every hour or otherwise advised of examination.
- The facility of viewing the contents of the test in magnifying font will not be available to Visually Impaired candidates who use the services of a Scribe for the examination.
  These guidelines are subject to change in terms of GOI guidelines/ clarifications, if any, from time to time.

12.5 Examination Centres for Online Test/ GD/ Interview or any other method of selection

i. On-line test will be held at the following centres, which shall depend on the number of applications received, administrative feasibility or specific requirements of the bank:

Center of Examination				
Ahmedabad - Gandhinagar	Chandigarh-Mohali	Hamirpur	Lucknow	Raipur
Bangalore	Chennai	Hyderabad	Mumbai/Navi Mumbai/Thane/MMR	Vishakhapatnam
Bareilly	Dehradun	Jaipur	Nagpur	
Baroda	Delhi / NCR	Jalandhar	Panaji, Goa	
Bhopal	Ernakulam	Jammu	Patna	
Bhubhaneshwar	Guwahati	Kolkata	Pune	

ii. Centres for GD/ Interviews will be decided at a later date keeping in view the administrative feasibility.
iii. No request for change of Centre for Examination will be entertained.
iv. Candidate will appear for the examination/interview at the respective centres at his/her own risk and expenses and Bank will not be responsible for any injury or losses etc. of any nature.
v. Any unruly behavior/misbehavior in the examination hall may result in cancellation of candidature/ disqualification from this exam and also from future exams conducted by the Bank.

12.6 Biometric Data – Capturing and Verification :

It has been decided to capture and verify the biometric data (right thumb impression or otherwise) /IRIS Scan and the photograph of the candidates on the day of the Online Examination.

Please note: The biometric data / IRIS scan and photograph will be captured / verified on the following occasions –

- Before the start of the online examination it will be captured
- At the end of online examination before leaving the exam hall / lab
- At the time selection process viz. Group Discussion / Interview etc.
- At the time of joining the Bank for selected candidates

Decision of the Biometric data / IRIS scan data verification authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates.

Refusal to participate in the process of biometric / IRIS Scan data capturing / verification on any of the above mentioned occasions may lead to cancellation of candidature.

Candidates are requested to take care of the following points in order to ensure a smooth process:

- If fingers are coated (stamped ink/mehndi/coloured etc), ensure to thoroughly wash them so that coating is completely removed before the exam / interview / joining day.
- If fingers are dirty or dusty, ensure to wash them and dry them before the finger print (biometric) is captured.

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- Ensure fingers of both hands are dry. If fingers are moist, wipe each finger to dry them.
- If the primary finger (right thumb) to be captured is injured/damaged, immediately notify the concerned authority in the test centre. In such cases impression of other fingers, toes etc. may be captured.

12.7 Action Against Candidates Found Guilty of Misconduct/ Use Of Unfair Means

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and **should not suppress any material information while submitting online application.**

At the time of examination, GD, interview or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

i. using unfair means or
ii. impersonating or procuring impersonation by any person or
iii. misbehaving in the examination/ interview hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or
iv. resorting to any irregular or improper means in connection with his/ her candidature or
v. obtaining support for his/ her candidature by unfair means, or
vi. carrying mobile phones or similar electronic devices of communication in the examination/ interview hall, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable:

    a. to be disqualified from the examination for which he/ she is a candidate
    b. to be debarred either permanently or for a specified period from any examination conducted by Bank
    c. for termination of service, if he/ she has already joined the Bank.

Important*: *The test conducting agency, would be analyzing the responses (answers) of individual candidates with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted by test conducting agency in this regard, it is inferred/ concluded that the responses have been shared and scores obtained are not genuine/ valid, in such cases Bank reserves the right to cancel the candidature of the concerned candidates and the result of such candidates (disqualified) will be withheld.

12.8 Use of Mobile Phones, Pagers, Calculator or Any Such Devices

i. Mobile phones, pagers or any other communication devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail cancellation of candidature and disciplinary action including ban from future examinations.
ii. Candidates are advised in their own interest not to bring any of the banned items including mobile phones/ pagers to the venue of the examination, as arrangement for safekeeping cannot be assured.
iii. Candidates are not permitted to use or have in possession calculators in examination premises.

12.9 Group Discussion (GD)/Personal Interview (PI)/Psychometric Test or any other test/assessment as part of selection process:

i. The Bank reserves its right to call for the GD/ PI, candidates in a ratio, at its sole discretion. Wherever online test is conducted, candidates shall be called for GD and/or PI on the basis of their performance in the online test.
ii. Candidates are required to obtain a **minimum score in each test /section** and also **a minimum total score in the online test** to be shortlisted for Psychometric Assessment/Group Discussion &/or Interview. Candidates will be shortlisted for Psychometric Assessment/GD &/or PI depending on the number of vacancies, cut-off in each test and total marks secured in the online test as decided by the Bank. Prior to the completion of the interview process, scores obtained in the online examination will not be shared with the candidates shortlisted for interview.
iii. In case more than one candidate scores the cut off marks (common mark at cut off point), such candidates will be ranked according to their age in descending order.
iv. Psychometric Test/GD/ &/or PI shall be conducted to assess the candidate's personality, level of communication, clarity & problem solving innovativeness, level of efficiency, willingness to work in any part of the country, suitability for the post etc.
v. **The minimum qualifying marks/percentage of marks for GD/PI would be 60% for General Category and 55% for Reserved Category**. However, the Bank reserves the right to change the minimum qualifying criteria at its sole discretion.
vi. Candidates not clearing the GD/PI will not be considered for final selection. The combined final scores of candidates shall be arrived at on the basis of scores obtained by the candidates in Online test and/or PI and/or GD (as the case may be) and /or any other method of selection adapted in the said selection process.
vii. GD &/or PI score of the candidates failing to secure minimum qualifying marks or otherwise barred from the interview or further process shall not be disclosed.
viii. A candidate should qualify in all the processes of selection, i.e. Online Examination and/or GD and/or PI (as the case may be) and sufficiently high in the merit to be shortlisted for subsequent allotment process.
ix. Subject to the vacancies available under the respective category, only those candidates who pass the online test/GD/ PI will be shortlisted for further selection

While appearing for GD/PI, the candidate should produce valid prescribed documents given below. In the absence of documents candidature of the candidates shall be cancelled. Bank takes no responsibility to receive/ connect any certificate/remittance/ document sent separately.

12.10 Call Letters for Online Test/ GD/ Interview/Any Other Selection Process

i. The Centre, venue address, post applied for, date and time for examination, GD and interview shall be intimated in the respective Call Letter.
ii. An eligible candidate should download his/her call letter from the link given on Bank's website **www.bankofbaroda.co.in** from time to time under **Career section/web page → Current Opportunities** by entering his/ her details and Password. No hard copy of the call letter/ Information Handout etc. will be sent by post/ courier.

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iii. Intimations will be sent through Notification on Bank's website and /or by email to the email ID registered in the online application form for this project. Bank will not take responsibility for late receipt/ non-receipt of any communication e-mailed/ sent via e-mail to the candidate due to change email address, technical fault or otherwise beyond the control of the Bank.
iv. Candidates are hence advised to regularly keep in touch with the authorised Bank website for details, updates and any information which may be posted for further guidance as well as to check their registered e-mail account from time to time during the recruitment process. Any request for change of centre, venue, date and time for examination, GD and interview shall not be entertained.

12.11 Identity Verification

Documents to be produced:

In the examination hall as well as at the time of interview, the call letter along with a photocopy of the candidate's photo identity (**bearing the same name as it appears on the call letter**) such as PAN Card/Passport/ Driving License/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazetted Officer/ People's Representative along with a photograph / Identity Card issued by a recognized college/ university/ Aadhar card with a photograph/ Employee ID should be submitted to the invigilator for verification. The candidate's identity will be verified with respect to his/her details on the call letter, in the Attendance List and requisite documents submitted**. If identity of the candidate is in doubt the candidate may not be allowed to appear for the Examination/ interview. Ration Card will not be accepted as valid id proof for this project.**

In case of candidates who have changed their name, they will be allowed only if they produce original Gazette notification / their original marriage certificate / affidavit in original, mentioning the changed name.

12.12 List of Documents to be produced at the time of further selection process (as applicable):

The following documents in original together with a self-attested photocopy in support of the candidate's eligibility and identity are to be invariably submitted at the time of interview failing which the candidate may not be permitted to appear for the interview. **Non submission of requisite documents by the candidate at the time of interview will debar his candidature from further participation in the recruitment process.**

i. Printout of the valid GD/ Interview Call Letter
ii. Valid system generated printout of the online application form
iii. Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authority or SSLC/ Std. X Certificate with DOB)
iv. Photo Identify Proof as indicated above.
v. Individual Semester/Year wise Mark sheets & certificates for educational qualifications including the final degree/diploma certificate. Proper document from Board/ University for having declared the result has to be submitted.
vi. Caste Certificate issued by competent authority, strictly in the prescribed format as stipulated by Government of India, in case of SC/ ST/OBC/EWS category candidates. (***as enclosed in the Annexure III)***
vii. In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to creamy layer section excluded from the benefits of reservation for Other Backward Classes in Civil post & services under Government of India. OBC caste certificate containing the Non-creamy layer clause should be valid as on the date of interview if called for (issued within one year as on the date of advertisement). **Caste Name mentioned in certificate should tally letter by letter with Central Government list / notification.**
viii. Disability certificate in prescribed format issued by the District Medical Board in case of Persons with Benchmark Disability category. If the candidate has used the services of a Scribe at the time of online examination, then the duly filled in details of the scribe in the prescribed format.
ix. An Ex-serviceman candidate has to produce a copy of the Service or Discharge Book along with pension payment order and documentary proof of rank last / presently held (substantive as well as acting) at the time of interview. Those who are still in defence service should submit a certificate from a competent authority that they will be relieved from defence services, on or before 27.12.2025.
x. Person eligible for age relaxation under para 3.1 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.
xi. Candidates serving in Government / Quasi Govt offices/ Public Sector Undertakings (including Nationalised Banks and Financial Institutions) are required to produce a "No Objection Certificate" from their employer at the time of interview, in the absence of which their candidature will not be considered and travelling expenses, if any, otherwise admissible, will not be paid.
xii. Persons falling in categories (ii), (iii), (iv) and (v) of Point 11 should produce a certificate of eligibility issued by the Govt. of India.
xiii. Relevant documents in support of the work experience declared, including appointment letter, salary slip, relieving letter (wherever applicable), etc.
xiv. Any other relevant documents in support of eligibility.

Note: Candidates will not be allowed to appear for the interview if he/ she fails to produce the relevant eligibility documents as mentioned above.

Non production of relevant eligibility documents at the time of interview shall make the candidate ineligible for further process of recruitment.

No documents should be directly sent to the Bank by candidates before or after the interview.

The Competent Authority for the issue of the certificate to SC / ST / OBC /EWS/ PERSONS WITH BENCHMARK DISABILITIES is as under (as notified by GOI from time to time):

For Scheduled Castes / Scheduled Tribes / Other Backward Classes: (i) District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / First Class Stipendiary Magistrate / City Magistrate / Sub-Divisional Magistrate (not below the rank of First Class Stipendiary Magistrate) / Taluk Magistrate / Executive Magistrate / Extra Assistant Commissioner (ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate (iii) Revenue Officer not below the rank of Tehsildar (iv) Sub-divisional officer of the Area where the candidate and or his family normally resides.

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For Persons with Benchmark Disabilities: Authorised certifying authority will be the Medical Board at the District level consisting of Chief Medical Officer, Sub-Divisional Medical Officer in the District and an Orthopaedic / Ophthalmic / ENT Surgeon or any person designated as certifying authority by appropriate government.

Candidates belonging to SC, ST, OBC, EWS, PWD categories have to submit certificates in support of it at the time of interview.

13. How to Apply:

i. **Candidates are required to apply Online through website www.bankofbaroda.co.in** from time to time under **Career section/web page → Current Opportunities No other means/ mode of application will be accepted.**

ii. **Candidates are required to have a valid personal email ID and Contact Number.** It should be kept active till completion of this recruitment project. Bank may send call letters for Personal interview and/or Selection Process on the registered Email ID. In case, a candidate does not have a valid personal email ID, he/she should create his/ her new email ID before applying.

a) Guidelines For Filling Online Application:

i. Candidates should visit Bank's website **www.bankofbaroda.in/Career.htm** and register themselves online in the appropriate Online Application Format, available through the link being enabled on the Careers-> Current Opportunities on the Bank's website & pay the application fee using Debit Card / Credit Card / Internet Banking etc.
ii. Candidates need to upload their Bio-data while filling online application. Candidates are also required to upload their scanned photograph, signature and other documents related to their eligibility. Please refer to Annexure II regarding scanning of photograph & signature and upload of documents.
iii. Candidates are advised to carefully fill in the online application themselves as no change in any of the data filled in the online application will be possible/ entertained. Prior to submission of the online application, candidates are advised to verify the details in the online application form and modify the same if required. No change is permitted after clicking on **SUBMIT** button. Visually Impaired candidates will be responsible for getting the details filled in/carefully verifying, in the online application and ensuring that the same are correct prior to submission as no change is possible after submission.
iv. The name of the candidate should be spelt correctly in the application as it appears in the certificates/ mark sheets. Any change/ alteration found may disqualify the candidature.
v. An online application which is incomplete in any respect and unsuccessful fee payment will not be considered as valid.
vi. Candidates shall also be required to submit supporting documents such as Date of Birth Proof, Graduation/Mandatory Qualification Certificate/s, Other Certifications, Experience Letter, Document showing Break up of CTC, Latest Salary Slips, etc. at the time of submitting the online application form
vii. Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability / failure to log on to the website on account of heavy load on internet or website jam
viii. Bank of Baroda does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of Bank of Baroda.
ix. Please note that all the particulars mentioned in the online application including Name of the Candidate, Category, Date of Birth, Post Applied for, Address, Mobile Number, Email ID, Centre of Examination, etc. will be considered as final and no change/modifications will be allowed after submission of the online application form. Candidates are hence requested to fill in the online application form with utmost care as no correspondence regarding change of details will be entertained. Bank will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application form.

b) Payment of Fees:

i. Application fees and Intimation Charges (Non-refundable) of Rs. 600/-for General /EWS /OBC candidates (plus applicable GST & transaction charges) and Rs.100/- (Intimation charges only) for SC/ ST/PWD/Women candidates (plus applicable GST & transaction charges) will be applicable. Bank is not responsible if any of the candidates makes more than one payment/s and no request for refund of fees shall be entertained.
ii. Fee payment will have to be made online through payment gateway available thereat.
iii. After ensuring the correctness of the particulars of the application form, candidates are required to pay fees through the payment gateway integrated with the application. No change/edit will be allowed thereafter.
iv. The payment can be made by using Debit Card / Credit Card / Internet Banking etc. by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates.
v. On successful completion of the transaction, e-receipt and application form with the data entered by the candidate will be generated, which should be printed and retained by the candidate.
vi. If the online transaction is not successfully completed, please register again and make payment online.
vii. There is also a provision to reprint the application form containing fee details, at later stage.

c) General Information:

i. The selected candidate will be required to sign an employment contract.
ii. Candidates should satisfy themselves about their eligibility for the post applied for as on the cut-off date as mentioned above and also ensure that the particulars furnished by him/her are correct in all respects.
iii. In case of multiple applications, only the last valid (complete) application will be retained. Multiple appearance by a candidate for a single post in interview will be summarily rejected/candidature cancelled.
iv. Candidates serving in Govt./Quasi Govt. offices, Public Sector undertakings including Nationalised Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview or as and when required by the Bank, failing which their candidature may not be considered. In case of selection, candidates will be required to produce relieving letter from the employer at the time of taking up the engagement and clearance from the respective authorities, wherever applicable.
v. In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will stand cancelled. If any of these shortcomings is / are detected even after appointment, his /her services are liable to be terminated without notice.

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vi. Decisions of bank in all matters regarding eligibility, conduct of interviews, other tests and selection would be final and binding on all candidates. No representation or correspondence will be entertained by the bank in this regard.

vii. Intimations, wherever required will be sent through website notification and/or email and/ SMS only to the email ID and mobile number registered in the online application form. Bank shall not be responsible if the information/ intimations do not reach candidates in case of change in the mobile number, email address, technical fault or otherwise, beyond the control of Bank. Candidates are advised to keep a close watch on the authorized Bank's website www.bankofbaroda.in from time to time under **Career section/web page → Current Opportunities** for latest updates.

viii. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Mumbai and courts/tribunals/forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/dispute.

ix. Any canvassing or creating influence for undue advantage shall lead to disqualification from the process.

x. Any request for change of date, time and venue for online examination and interview will not be entertained.

xi. A candidate should ensure that the signatures appended by him/her in all the places viz. in his/her call letter, attendance sheet etc. and in all correspondence with the bank in future should be identical and **there should be no variation of any kind**.

14. Announcements

All further Announcements/Addendum or Corrigendum (if any)/details pertaining to this process will only be published/ provided on authorised Bank's website www.bankofbaroda.in from time to time under **Career section/web page → Current Opportunities**. No separate communication/intimation will be sent to the candidates who are not shortlisted/not selected in the process. All notification/communication placed on the Bank's website shall be treated as intimation to all the candidates who have applied for the said project.

Disclaimer: - Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any of the recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect. **Clarifications/Decisions of the Bank in respect of all matters pertaining to this recruitment viz. Eligibility, Conduct of Online exam, Conduct of Interview, Other tests etc. would be final and binding on all candidates.**

The Bank reserves the right to reject any application/candidature at any stage or cancel the conduct of / interview or increase/decrease the vacancies for any of the positions, as per the requirement of the Bank or to cancel the Recruitment Process entirely or for any particular post(s) at any stage without assigning any reason.

Mumbai
27.12.2024

Chief General Manager
(HRM & Marketing)

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ANNEXURE I

ROLES AND RESPONSIBILITIES

Department - Rural & Agri Banking
Name of Position - Agriculture Marketing Officer
Generate Business at individual capacity as per the productivity Matrix fixed by authority
Capturing the lead information along with collecting required documents as per the product checklist
Fixation of target/ monitoring of sales team (if any) for growth in agri advances
Visits to new Prospective Agri customers singly or jointly along with credit/ branch team
Planning for lead generation activities by holding customers' meet, briefing of new products
Coordination and conversion of soft lead generated by branches, if referred
To conduct pre sanction inspections and furnish the report.
Tie up and coordination with Industry Associations, Bodies etc.
Establish contact and Relationship with bank's existing customers for upselling/ cross selling opportunities
Submit Performance Report at given periodicity and provide feedback for product development/ modification
Ensure liasoning with Government agencies like Department of Industries, Agriculture, Horticulture, Irrigation, Veterinary, Rural Livelihood, Rural / Tribal Development, Fisheries, Soil and Water Conservation, Forestry, Food Processing, Renewable Energy etc. for suitable leads under Agriculture segment
Explore canvassing agriculture leads/ business through MoU/ Tie Up / Partnerships with Corporates, Contract farming Agencies, Cooperatives, Academia, research Agencies, Development Agencies, Industry Associations, Dealers, Manufacturers, and Grower Associations etc.
Look out for any specific segment in agriculture lending in operation and prepare ground for taking advantage of that by preparation of Area Specific schemes in co-ordination with other officials of Bank.
Maintain lead wise status tracker for regular reporting
Visit Branches and liaison with them to generate Agri Leads.
Name of Position - Agriculture Marketing Manager
Generate Business, team as a whole and in individual capacity as per the productivity Matrix fixed by authority
Capture the lead information along with collecting required documents as per the product checklist
Fixation of target/ monitoring of sales team for growth in agri advances
Visits to new Prospective Agri customers singly or jointly along with credit/branch team
Planning for lead generation activities by holding customers' meet, briefing of new products
Coordination and conversion of soft lead generated by branches, if referred
To conduct pre sanction inspections and furnish the report.
Tie up and coordination with Industry Associations, Bodies etc.
Establish contact and Relationship with bank's existing customers for upselling/cross selling opportunities
Submit Performance Report at given periodicity and provide feedback for product development/ modification
Ensure liasoning with Government agencies like Department of Industries, Agriculture, Horticulture, Irrigation, Veterinary, Rural Livelihood, Rural / Tribal Development, Fisheries, Soil and Water Conservation, Forestry, Food Processing, Renewable Energy etc. for suitable leads under Agriculture segment
Explore canvassing agriculture leads/ business through MoU/ Tie Up / Partnerships with Corporates, Contract farming Agencies, Cooperatives, Academia, research Agencies, Development Agencies, Industry Associations, Dealers, Manufacturers, and Grower Associations etc.
Look out for any specific segment in agriculture lending in operation and prepare ground for taking advantage of that by preparation of Area Specific schemes in co-ordination with other officials of Bank.
Maintain lead wise status tracker for regular reporting
Visit Branches and liaison with them to generate Agri Leads.
Department - Retail Liabilities
Name of Position - Manager-Sales
Responsible for actively promoting and selling retail deposit products with primary focus on bringing premium customers under Radiance, Sparkle, Shine and Rise segments created by the Bank for High Value Retail Depositors
The Officer will be posted in Top Retail Liabilities focussed Branches in the first phase with KRAs linked to performance in Retail Liabilities parameters. The job role of the deposit Sales Manager will be to bring new CASA and RTD business to the Branch and achieve CASA and RTD Targets of the branch.
Further, he/she will be responsible for the following :
Monitoring Branch deposit positions on daily basis and implement strategies for Branch's liability business growth.
Opening of funded Savings & Current accounts particularly Quality CASA accounts on daily basis as per account opening targets given.
Salary accounts of Government and Corporate employees should be opened on daily basis and maximum contribution for achieving 50 Quality CASA and 50 Salary accounts per Region should be from these identified branches.
Weekly RTD growth of Rs.40 lakh in Metro Branches, ₹30 lakh in Urban, ₹25 lakh in Semi Urban & ₹5 lakh in Rural branches to be achived without fail & to ensure that Branch shows growth in CASA on each day and the branchwise CASA & RTD targets are surpassed.

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Wherever Relationship Managers are allotted to Sparkle Customers, monitoring that regular interaction and meeting with those customers is being done by Relationship Managers and additional business to be acquired through the relationship.
Visit Top Liability, Corporate, MSME , Government Customers and acquire business through meet & greet.
The branches which are negative in any of the parameters i.e. CA, SB, CASA and RTD are to be brought to positive.
Department - MSME Banking
Name of Position - CREDIT ANALYST (MMG/S-II & III)
Analysis of Financial Statements, Appraisal/ Assessment of MSME credit proposals, credit monitoring and follow-up.
Carrying our due diligence of assigned credit proposals.
Credit administration and monitoring.
Ability of identify key issues in complex problems/assignments and analyze those to making effective decision making.
Supporting Branch/Relationship Manager for smooth on-boarding of new MSME followers and achieving advance targets in terms of number and volume.
Adhering to Turn-around-Time (TAT) in processing Fresh / Review and all credit decisions proposals for MSME accounts.
Undertaking pre/post sanction visits to unit/properties offered as primary/collateral securities.
Complying with related statutory and other Banks guidelines.
Rectifying irregularities pointed out in credit audit/legal audit/internal audit.
Name of Position - Senior Manager - MSME Relationship (MMG/S-III)
To identify new business opportunities / conducting customer outreach programs with MSME product basket.
To achieve set targets in terms of revenue and volume.
Strong Sales and Relationship Management skills.
Deepening Relationship with existing and potential MSME Clients.
Cross Selling of Ancillary Business to Existing as well as New MSME Customers.
Creating Account Plans for MSME Borrowers along with Opportunity Income Analysis.
To identify market pulse and analysis of competitor activities.
To communicate key/relevant information regarding client/MSME portfolio to higher authorities time to time.
To manage account receivables and resolving/collection of long outstanding debts.
Supporting Relationship Managers NTB/Branch for smooth on-boarding of fresh MSME business.
To negotiate deals with the ability to interact with people at various levels of organization and outside environment.
Ability to identify key issues in complex problems/assignments and analyse those to make effective decisions.
To assess the Financial statement (i.e PAT, loss, rating, etc…)
Ability to conduct preliminary due diligence.
Any other work assigned from time to time
Name of Position - Head-SME Cell (SMG/S-IV)
To identify new business opportunities /conducting customer outreach programs with MSME product basket.
To achieve set targets in terms of revenue, profitability and business volume.
Deepening Relationship with existing and potential MSME Clients.
Cross Selling of Ancillary Business to Existing as well as new MSME Customers.
Creating Account Plans for MSME Borrowers along with Opportunity & Income Analysis.
To identify market pulse and analysis of competitor activities.
To communicate key/relevant information regarding clients/MSME portfolio to higher authorities for time to time.
Supporting Branch for smooth on-boarding of fresh MSME business.
To negotiate deals. Co-ordinate and interact with people at various levels within and outside organization.
Ability to identify key issues in complex problems/assignments and analyze those to make effective decisions.
Ability to conduct preliminary due diligence through study of financial parameters, discussions, observations and market intelligence.
To take credit decisions within their assigned Discretionary Lending Power.
Effectively leading the MSME focused unit to achieve bank's business and profitability objectives in the MSME segment.
To ensure compliance with Bank's/Regulatory guidelines & relevant policies with respect to the area of operation.
Department - Information Security
Name of Position - Officer - Security Analyst
Knowledge and experience in infrastructure services including Active Directory (AD), Email Solutions, Privileged Access Management (PIM), Proxy Solution, Firewalls and other perimeter devices.
Knowledge of all aspects of Infrastructure security and management technologies including end-point security solutions (i.e. Anti-virus, Extended Detection & Response (XDR), Mobile Device Management (MDM), Network Access Control (NAC), Proxy etc.) Firewalls, Data Loss Prevention (DLP), Web Application Firewall (WAF), File Integrity Monitoring, Application Whitelisting, Database Activity Monitoring (DAM), Vulnerability Management and Penetration Testing (VAPT) and Security Information & Event Management (SIEM) Solution.
Security requirements analysis and implementation for application threat modelling, application security test planning and co-ordination.

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Technical knowledge on Cyber Security Operations Centre (CSOC) and security monitoring tools.
Perform Threat Intelligence activities on a regular basis.
Monitor and Manage Threat Intelligence Platform, consume & manager threat feeds, alerting & work cyber threats and Indicators on Compromise (IOC).
Defining & Reviewing the Rules, Policies, Reports and Dashboards as per audit compliance requirement / operational requirements.
Assess the vulnerability of internal assets / devices by conducting vulnerability assessment & penetration testing at defined frequency / ad-hoc basis and Security configuration reviews.
Initiate mock-drill to identify gaps in overall security posture of solutions deployed in CSOC and subsequently closure of the identified gaps.
Align / maintain all configured rules / policies of all solutions deployed in CSOC.
Conduct the Cyber Crisis Management Plan (CCMP) meetings to impart awareness on cyber risks.
Name of Position - Manager - Security Analyst
Knowledge and experience in infrastructure services including Active Directory (AD), Email Solutions, Privileged Access Management (PIM), Proxy Solution, Firewalls and other perimeter devices.
Knowledge of all aspects of Infrastructure security and management technologies including end-point security solutions (i.e. Anti-virus, Extended Detection & Response (XDR), Mobile Device Management (MDM), Network Access Control (NAC), Proxy etc.) Firewalls, Data Loss Prevention (DLP), Web Application Firewall (WAF), File Integrity Monitoring, Application Whitelisting, Database Activity Monitoring (DAM), Vulnerability Management and Penetration Testing (VAPT) and Security Information & Event Management (SIEM) Solution.
Security requirements analysis and implementation for application threat modelling, application security test planning and co-ordination.
Technical knowledge on Cyber Security Operations Centre (CSOC) and security monitoring tools.
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Monitor and Manage Threat Intelligence Platform, consume & manager threat feeds, alerting & work cyber threats and Indicators on Compromise (IOC).
Defining & Reviewing the Rules, Policies, Reports and Dashboards as per audit compliance requirement / operational requirements.
Assess the vulnerability of internal assets / devices by conducting vulnerability assessment & penetration testing at defined frequency / ad-hoc basis and Security configuration reviews.
Initiate mock-drill to identify gaps in overall security posture of solutions deployed in CSOC and subsequently closure of the identified gaps.
Align / maintain all configured rules / policies of all solutions deployed in CSOC with MITRE Attack framework.
Conduct the Cyber Crisis Management Plan (CCMP) meetings to impart awareness on cyber risks.
Ability to perform security assessment of Web Application Firewall (WAF) to identify OWASP Top 10 related vulnerabilities.
Conduct forensic analysis using forensic and log analysing tools.
Customize / create dashboard and submission of Root Cause Analysis (RCA) for security incident.
Asset Discovery and maintenance of integrated asset inventory.
Perform architecture review for deployed solutions and propose / execute required changes as per bank's requirement.
Name of Position - Senior Manager - Security Analyst
Knowledge and experience in infrastructure services including Active Directory (AD), Email Solutions, Privileged Access Management (PIM), Proxy Solution, Firewalls and other perimeter devices.
Knowledge of all aspects of Infrastructure security and management technologies including end-point security solutions (i.e. Anti-virus, Extended Detection & Response (XDR), Mobile Device Management (MDM), Network Access Control (NAC), Proxy etc.) Firewalls, Data Loss Prevention (DLP), Web Application Firewall (WAF), File Integrity Monitoring, Application Whitelisting, Database Activity Monitoring (DAM), Vulnerability Management and Penetration Testing (VAPT) and Security Information & Event Management (SIEM) Solution.
Security requirements analysis and implementation for application threat modelling, application security test planning and co-ordination.
Technical knowledge on Cyber Security Operations Centre (CSOC) and security monitoring tools.
Perform Threat Intelligence activities on a regular basis.
Monitor and Manage Threat Intelligence Platform, consume & manager threat feeds, alerting & work cyber threats and Indicators on Compromise (IOC).
Defining & Reviewing the Rules, Policies, Reports and Dashboards as per audit compliance requirement / operational requirements.
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Conduct the Cyber Crisis Management Plan (CCMP) meetings to impart awareness on cyber risks.
Ability to perform security assessment of Web Application Firewall (WAF) to identify OWASP Top 10 related vulnerabilities.
Conduct forensic analysis using forensic and log analysing tools.
Customize / create dashboard and submission of Root Cause Analysis (RCA) for security incident.
Asset Discovery and maintenance of integrated asset inventory.
Perform architecture review for deployed solutions and propose / execute required changes as per bank's requirement.
Monitoring security posture of cloud deployments and advise measures to improve them.
Experience in Threat Hunting and API Security.

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Department - Facility Management
Name of Position - Technical Officer/Manager/Senior Manager - Civil Engineer
Oversee all construction/ renovation and maintenance related works of Bank's buildings.
Empanelment of Contractors as per Bank / CVC norms.
Carrying out Tendering processes for all types of procurement including services and goods.
Appointment of Architect / Consultant for various Project / Work and monitoring of the same.
Supervision of Construction / repair & renovation / furnishing works of Office / Branch / Quarters, as per the tender terms.
Management of all matters pertaining to leased premises including shifting / acquisition of leased premises for Office / Branch / ATM.
Procurement of goods/ works/ services from Government e-Marketplace (GeM) portal.
Management of Bill payment to the vendor / contractor.
Ensure proper upkeep and maintenance of residential and office buildings.
Onboarding of outsourcing agencies for identified services.
Dealing of branch lease related matter like renewable of lease / negotiation of lease rate / termination of lease.
Implementation of Green Initiatives.
Sustainability reporting.
Name of Position - Technical Officer/Manager/Senior Manager - Electrical Engineer
Oversee all construction/ renovation and maintenance related works of Bank's buildings;
Empanelment of Contractors as per Bank / CVC norms
Carrying out Tendering processes for all types of procurement including services and goods
Appointment of Architect / Consultant for various Project / Work and monitoring of the same
Supervision of Construction / repair & renovation / furnishing works of Office / Branch / Quarters, as per the tender terms
Management of all matters pertaining to leased premises including shifting / acquisition of leased premises for Office / Branch / ATM;
Procurement of goods/ works/ services from Government e-Marketplace (GeM) portal;
Management of Bill payment to the vendor / contractor.
Ensure proper upkeep and maintenance of residential and office buildings
Onboarding of outsourcing agencies for identified services.
Dealing of branch lease related matter like renewable of lease / negotiation of lease rate / termination of lease
Implementation of Green Initiatives
Sustainability reporting
Name of Position - Technical Manager -Architect
Oversee all construction/ renovation and maintenance related works of Bank's buildings;
Empanelment of Contractors as per Bank / CVC norms
Carrying out Tendering processes for all types of procurement including services and goods
Appointment of Architect / Consultant for various Project / Work and monitoring of the same
Supervision of Construction / repair & renovation / furnishing works of Office / Branch / Quarters, as per the tender terms
Management of all matters pertaining to leased premises including shifting / acquisition of leased premises for Office / Branch / ATM;
Procurement of goods/ works/ services from Government e-Marketplace (GeM) portal;
Management of Bill payment to the vendor / contractor.
Ensure proper upkeep and maintenance of residential and office buildings
Onboarding of outsourcing agencies for identified services.
Dealing of branch lease related matter like renewable of lease / negotiation of lease rate / termination of lease
Implementation of Green Initiatives
Sustainability reporting
Department - Credit and Institutional Credit
Name of Position - Senior Manager – C&IC Relationship Manager
Maintaining Relationship with Existing Corporate Clients.
Sourcing New to Bank Corporate Borrowers.
Cross Selling of Ancillary Business to Existing as well as New Corporate Customers
Monitoring of Corporate Borrowers
Ensuring compliances in the accounts.
Creating Account Plans for all Corporate Borrowers along with Opportunity Income Analysis.
Name of Position - Chief Manager – C&IC Relationship Manager
Maintaining Relationship with Existing Corporate Clients.
Sourcing New to Bank Corporate Borrowers.
Cross Selling of Ancillary Business to Existing as well as New Corporate Customers

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Monitoring of Corporate Borrowers
Ensuring compliances in the accounts.
Creating Account Plans for all Corporate Borrowers along with Opportunity Income Analysis.
Name of Position - Senior Manager – C&IC Credit Analyst
Credit due-diligence on borrowers, financial, industry and business risk
Understanding and analysis of financial statements, Early warnings, etc.
Credit Appraisal of the existing and New corporate proposal.
Coordinate with Relationship Manager for maintaining Relationship with Corporate Borrowers.
Supporting Relationship Managers in canvassing New to Bank Corporate Borrowers.
Supporting RM's in Cross Selling of Ancillary Business
Monitoring of Corporate Accounts.
Ensuring Compliances of Bank's/ other policies in Corporate accounts
Name of Position - Chief Manager – C&IC Credit Analyst
Credit due-diligence on borrowers, financial, industry and business risk
Understanding and analysis of financial statements, Early warnings, etc.
Credit Appraisal of the existing and New corporate proposal.
Coordinate with Relationship Manager for maintaining Relationship with Corporate Borrowers.
Supporting Relationship Managers in canvassing New to Bank Corporate Borrowers.
Supporting RM's in Cross Selling of Ancillary Business
Monitoring of Corporate Accounts.
Ensuring Compliances of Bank's/ other policies in Corporate accounts
Department - Finance
Name of Position - Senior Manager - Business Finance
Provide financial information for monitoring business performance
Supporting Funds transfer pricing mechanism
Performance Management: Supports VP finance and Head Business Finance to Provide Business Heads with the financial management information necessary to monitor the performance of business.
Supports Funds Transfer Pricing (FTP) framework of the bank to optimise overall profitability of the bank and incentivise growth businesses to develop in line with strategic plan of the Bank
Ensure appropriate yield curves implemented for reflecting vertical performance is correctly captured using FTP
Supports respective businesses have a robust plan and budget and receive accurate timely monthly revenue, cost and Risk Weighted Assets (RWA) information (as necessary) to enable performance to be monitored against these plans.
Create and maintain a strategic and scalable Information Management Infrastructure to deliver quality MIS and Business analytics to support business growth.
Collaborate strongly with the business/ support units and provide them superior data / fact led analytical insights (business and external environment) that help them take critical business decisions
Capture and assimilate market intelligence and use analytics to provide relevant insights and financial modelling for business purpose
Driving and implementing capital budgeting decisions for any new projects in all business units.
Cost Management and Control: Support Development and maintenance of appropriate policies and procedures which ensure that cost budgets are rigorously adhered to, that resources under the direct control and influence of the Business are spent carefully, and only in support of approved plans and initiatives.
Ensure that service charges (allocated costs) are clearly understood, and help articulate cost drivers, so that Business Heads understand how it influences costs in these functions and can identify cost/ benefit alternatives for the business.
Ensure that costs of business programmes and projects are properly managed and accounted for, including effectively supporting the project investment process with proposals which are realistic, and articulate clearly costs and benefits in sufficient detail to enable the delivery of benefits to be tracked fully.
Set Granular level targets for effective financial management
Balance Sheet Management: Ensure capital usage and allocation is optimised across Business and drivers of capital usage are well understood.
Accounting Policy Support and Advisory: Provide a source of genuine expertise on accounting policies, their applicability to the CB businesses, and their interpretation in the case of individual transactions.
Ensure that respective Business verticals maintains a full awareness of accounting policies as they are discussed and developed, and takes a pro-active approach in managing the implications of these for its business
Risk Management Responsible for identifying, assessing, monitoring, controlling and mitigating risks relevant to Business Finance.
Ability to interpret financial information, identify key issues based on this information and put in place appropriate controls and measure
Effectively and collaboratively identify, escalate, mitigate and resolve risk, conduct and compliance matters as they arise in connection with the role.
Governance Awareness and understanding of the regulatory framework in which the Bank operates, and the regulatory requirements and expectations relevant to the role

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Actively support VP finance, Head Business Finance and new business activity wherever required
Name of Position - Chief Manager – Business Finance
Provide financial information for monitoring business performance
Supporting Funds transfer pricing mechanism
Performance Management: Leads respective function and supports Head Business Finance to Provide Business Heads with the financial management information necessary to monitor the performance of business.
Support Funds Transfer Pricing (FTP) framework of the bank to optimise overall profitability of the bank and incentivise growth businesses to develop in line with strategic plan of the Bank
Ensure appropriate yield curves implemented for reflecting vertical performance is correctly captured using FTP
Support respective businesses have a robust plan and budget and receive accurate timely monthly revenue, cost and Risk Weighted Assets (RWA) information (as necessary) to enable performance to be monitored against these plans.
Create and maintain a strategic and scalable Information Management Infrastructure to deliver quality MIS and Business analytics to support business growth.
Collaborate strongly with the business/ support units and provide them superior data / fact led analytical insights (business and external environment) that help them take critical business decisions
Capture and assimilate market intelligence and use analytics to provide relevant insights and financial modelling for business purpose
Driving and implementing capital budgeting decisions for any new projects in all business units.
Cost Management and Control: Leads Development and maintenance of appropriate policies and procedures which ensure that cost budgets are rigorously adhered to, that resources under the direct control and influence of the Business are spent carefully, and only in support of approved plans and initiatives.
Ensure that service charges (allocated costs) are clearly understood, and help articulate cost drivers, so that Business Heads understand how it influences costs in these functions and can identify cost/ benefit alternatives for the business.
Ensure that costs of business programmes and projects are properly managed and accounted for, including effectively supporting the project investment process with proposals which are realistic, and articulate clearly costs and benefits in sufficient detail to enable the delivery of benefits to be tracked fully.
Set Granular level targets for effective financial management
Balance Sheet Management: Ensure capital usage and allocation is optimised across Business and drivers of capital usage are well understood.
Accounting Policy Support and Advisory: Provide a source of genuine expertise on accounting policies, their applicability to the CB businesses, and their interpretation in the case of individual transactions.
Ensure that respective Business verticals maintains a full awareness of accounting policies as they are discussed and developed, and takes a pro-active approach in managing the implications of these for its business
Risk Management: Responsible for identifying, assessing, monitoring, controlling and mitigating risks relevant to Business Finance.
Ability to interpret financial information, identify key issues based on this information and put in place appropriate controls and measure
Effectively and collaboratively identify, escalate, mitigate and resolve risk, conduct and compliance matters as they arise in connection with the role.
Governance: Awareness and understanding of the regulatory framework in which the Bank operates, and the regulatory requirements and expectations relevant to the role
Actively support VP finance, Head Business Finance and new business activity wherever required
Name of Position - Assistant General Manager – Business Finance
Provide financial information for monitoring business performance
Supporting Funds transfer pricing mechanism
Performance Management: Leads respective function and supports Head Business Finance to Provide Business Heads with the financial management information necessary to monitor the performance of business.
Supports Funds Transfer Pricing (FTP) framework of the bank to optimise overall profitability of the bank and incentivise growth businesses to develop in line with strategic plan of the Bank
Ensure appropriate yield curves implemented for reflecting vertical performance is correctly captured using FTP
Support respective businesses have a robust plan and budget and receive accurate timely monthly revenue, cost and Risk Weighted Assets (RWA) information (as necessary) to enable performance to be monitored against these plans.
Create and maintain a strategic and scalable Information Management Infrastructure to deliver quality MIS and Business analytics to support business growth.
Collaborate strongly with the business/ support units and provide them superior data / fact led analytical insights (business and external environment) that help them take critical business decisions
Capture and assimilate market intelligence and use analytics to provide relevant insights and financial modelling for business purpose
Driving and implementing capital budgeting decisions for any new projects in all business units.
Cost Management and Control: Leads Development and maintenance of appropriate policies and procedures which ensure that cost budgets are rigorously adhered to, that resources under the direct control and influence of the Business are spent carefully, and only in support of approved plans and initiatives.
Ensure that service charges (allocated costs) are clearly understood, and help articulate cost drivers, so that Business Heads understand how it influences costs in these functions and can identify cost/ benefit alternatives for the business.

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Ensure that costs of business programmes and projects are properly managed and accounted for, including effectively supporting the project investment process with proposals which are realistic, and articulate clearly costs and benefits in sufficient detail to enable the delivery of benefits to be tracked fully.
Set Granular level targets for effective financial management
Balance Sheet Management: Ensure capital usage and allocation is optimised across Business and drivers of capital usage are well understood.
Accounting Policy Support and Advisory: Provide a source of genuine expertise on accounting policies, their applicability to the CB businesses, and their interpretation in the case of individual transactions.
Ensure that respective Business verticals maintains a full awareness of accounting policies as they are discussed and developed, and takes a pro-active approach in managing the implications of these for its business
Risk Management: Responsible for identifying, assessing, monitoring, controlling and mitigating risks relevant to Business Finance.
Ability to interpret financial information, identify key issues based on this information and put in place appropriate controls and measure
Effectively and collaboratively identify, escalate, mitigate and resolve risk, conduct and compliance matters as they arise in connection with the role.
Governance Awareness and understanding of the regulatory framework in which the Bank operates, and the regulatory requirements and expectations relevant to the role
Actively support VP finance, Head Business Finance and new business activity wherever required
Department - Information Technology
Name of Position - Cloud Engineer
Design, implement and manage secure, scalable, and reliable cloud infrastructure environments.
Propose and implement cloud infrastructure.
Transformation to modern technologies and methods used to run micro services application architectures.
Building, troubleshooting, and optimizing container-based cloud infrastructure.
Ensure operational readiness for launching secure and scalable workloads into public and hybrid cloud environments.
Validate existing infrastructure security, performance and availability and make recommendations for improvements and optimization.
Ensure Backups, resilience, and business continuity.
Implement infrastructure best practices
Name of Position - Senior ETL Developers
Participates in ETL Design of new or changing mappings and workflows with the team and prepares technical specifications.
Creates ETL Mappings, Mapplets, Workflows, Worklets, Data Transformation rules using Informatica BDM DEI Edition and prepare corresponding documentation around it
Designs and builds integrations supporting standard data warehousing objects (type-2 dimensions, aggregations, star schema, etc.).
Expert in designing workflows with Python, Spark or Other scripting languages
Performs source system analysis as required.
Works with DBAs and Data Architects to plan and implement appropriate data partitioning strategy in Data Lake/ Lake House Environment.
Implements versioning of the ETL repository and supporting code as necessary.
Develops stored procedures, database triggers and SQL queries where needed.
Implements best practices and tunes SQL code for optimization.
Works with XML's, XML parser, Java and HTTP transformation within Informatica BDM DEI.
Understand Logical and Physical data modeling best practices and techniques
Experience in establishing Data Governance Process and Procedures
Name of Position - ETL Developers
Participates in ETL Design of new or changing mappings and workflows with the team and prepares technical specifications.
Creates ETL Mappings, Mapplets, Workflows, Worklets, Data Transformation rules using Informatica BDM DEI Edition and prepare corresponding documentation around it.
Designs and builds integrations supporting standard data warehousing objects (type-2 dimensions, aggregations, star schema, etc.).
Expert in designing workflows with Python, Spark or other scripting languages.
Performs source system analysis as required.
Works with DBAs and Data Architects to plan and implement appropriate data partitioning strategy in Data Lake/ Lake House.
Implements versioning of the ETL repository and supporting code as necessary.
Develops stored procedures, database triggers and SQL queries where needed.
Implements best practices and tunes SQL code for optimization.
Works with XML's, XML parser, Java and HTTP transformation within Informatica BDM DEI
Understand Logical and Physical data modeling best practices and techniques.
Experience in establishing Data Governance Process and Procedures.
Name of Position - Senior AI Engineer (AI/GenAI/NLP/ML)
Design and develop AI-based applications and systems that improve performance and efficiency.

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Develop and Maintain AI strategies.
Implement AI solutions that integrate with existing business systems to enhance functionality and user interaction.
End to End AI Model development.
Develop machine learning models and AI solutions.
Collaborate with cross-functional teams to identify business requirements and develop solutions that meet those needs.
Ensure the quality and accuracy of AI models by testing and validating.
Work on bug fixing and improving application performance.
Ensure the performance, quality, and responsiveness of applications/ models.
Work closely on the deadlines of the project.
Collaborate with data scientists and other engineers to integrate AI with existing systems.
Stay updated with the latest advancements in AI/ML technologies and contribute to the development and improvement of AI frameworks and libraries.
Experience in using container orchestration platforms such as Kubernetes to deploy and manage machine learning models in production environments.
Hands-on experience in developing and deploying large language models (LLMs) in production environments, with a good understanding of distributed systems, microservice architecture, and REST APIs.
Name of Position - AI Engineer (AI/GenAI/NLP/ML)
Design and develop AI-based banking applications and products
End to End AI Model development and Deployment
Collaborate with cross-functional teams to identify business requirements and develop solutions that meet those needs.
Ensure the quality and accuracy of AI models by testing and validating
Work on bug fixing and improving application performance
Ensure the performance, quality, and responsiveness of applications/ models
Work closely on the deadlines of the project
Stay updated with the latest advancements in AI/ML technologies and contribute to the development and improvement of AI frameworks and libraries.
Name of Position - Senior Developer- Full Stack Java
Design and build Banking/Financial applications using Java technology.
Work with outside data sources and APIs.
Unit-test code for robustness, including edge cases, usability, and general reliability.
Develop the front-end architecture.
Design UI layout.
Develop back-end framework.
Continuously discover, evaluate, and implement new technologies to maximize development efficiency.
Create databases to work in conjunction with the application.
Work on bug fixing and improving application performance.
Ensure the performance, quality, and responsiveness of applications.
Work closely on the deadlines of the project.
Coordinate with various teams to ensure all development tasks meet quality criteria.
Keep raising the bar and standards of all the quality processes with every project.
Collaborate with cross-functional teams to define, design, and finalize new features.
Name of Position - Developer- Full Stack Java
Design and build Banking/Financial applications using Java technology.
Work with outside data sources and APIs.
Unit-test code for robustness, including edge cases, usability, and general reliability.
Develop the front-end architecture.
Design UI layout.
Develop back-end framework.
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Collaborate with cross-functional teams to define, design, and finalize new features.

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Name of Position - Senior Developer - Mobile Application Development
Design and build advanced applications for the Android/ iOS platform.
Collaborate with cross-functional teams to define, design, and finalize new features.
Ensure the performance, quality, and responsiveness of applications.
Work with outside data sources and APIs.
Unit-test code for robustness, including edge cases, usability, and general reliability.
Work on bug fixing and improving application performance.
Continuously discover, evaluate, and implement new technologies to maximize development efficiency.
Coordinate with various teams to ensure all development tasks meet quality criteria.
Work closely on the deadlines of the project.
Keep raising the bar and standards of all the quality processes with every project.
Name of Position - Developer - Mobile Application Development
Design and build advanced applications for the Android/ iOS platform.
Collaborate with cross-functional teams to define, design, and finalize new features.
Ensure the performance, quality, and responsiveness of applications.
Work with outside data sources and APIs.
Unit-test code for robustness, including edge cases, usability, and general reliability.
Work on bug fixing and improving application performance.
Continuously discover, evaluate, and implement new technologies to maximize development efficiency.
Coordinate with various teams to ensure all development tasks meet quality criteria.
Work closely on the deadlines of the project.
Keep raising the bar and standards of all the quality processes with every project.
Name of Position - Senior Finacle Developer
Designing, developing and maintaining Software using the Finacle platform.
To write codes, testing and debug the software.
Understand the Business requirement and do the development to meet the organisational need.
Provide technical support and trouble shoot issues related to finacle platform.
To work on various Banking Modules, developing and customising scripts and batch jobs.
Lead the team of developers to complete the development activities in time.
Name of Position - Finacle Developer
Designing, developing and maintaining Software using the Finacle platform.
To write codes, testing and debug the software.
Understand the Business requirement and do the development to meet the organisational need.
Provide technical support and trouble shoot issues related to finacle platform.
To work on various Banking Modules, developing and customising scripts and batch jobs.
Name of Position - Senior API Developer
Design, develop, and maintain scalable and secure APIs.
Integrate APIs with various in-house and third-party systems and applications.
Implement authentication and authorization mechanisms.
Migration of Legacy Services to modern API architecture.
Collaborate with cross-functional teams, including front-end developers and designers, to define and ship new features.
Optimize API performance and scalability to ensure high availability and responsiveness.
Participate in code reviews and ensure code quality and adherence to best practices.
Contribute to the development of unit tests and documentation for APIs.
Name of Position - API Developer
Design, develop, and maintain scalable and secure APIs.
Integrate APIs with various in-house and third-party systems and applications.
Implement authentication and authorization mechanisms.
Migration of Legacy Services to modern API architecture.
Collaborate with cross-functional teams, including front-end developers and designers, to define and ship new features.
Optimize API performance and scalability to ensure high availability and responsiveness.
Participate in code reviews and ensure code quality and adherence to best practices.
Contribute to the development of unit tests and documentation for APIs.
Name of Position - Network Administrator
Maintain network devices and associated hardware, software, services, and settings.

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Recommend, test, and implement system and security upgrades.
Consistently monitor and troubleshoot network stability and performance.
Create, adjust, and maintain network user settings and permissions.
Write technical support documentation for network systems and applications.
Design and implement network architectures as per bank's operational requirements
Troubleshoot problems with network devices and perform updates as per security norms.
Name of Position - Server Administrator (Linux & Unix)
perform server administration tasks (ex: user/group, security permissions, group policies, print services); research event-log warnings and errors; and monitor resources to ensure that systems architecture components work together seamlessly
Monitor data-center health using existing management tools and respond to hardware issues as they arise; help build, test, and maintain new servers when needed.
Maintain internal infrastructure requirements, including laptop and desktop computers, servers, routers, switches, firewalls, printers, phones, security updates, support internet, intranet, LANs, WANs, and network segments
Assist the help desk and other teams with troubleshooting to identify root cause, and provide technical support when needed
Perform routine and scheduled audits of all systems, including backups.
Name of Position - Senior Database Administrator (Oracle)
Design, install, configure and maintain database systems, including monitoring, tuning and troubleshooting issues.
Execute disaster recovery plans and procedures to ensure database availability during system outages or dysfunction.
Able to leads and mentors junior DBAs, coordinates with other IT teams, and communicates with stakeholders and clients.
To create and modifying database schemas, tables, views, indexes, triggers, stored procedures, functions, and other objects.
Designs and implements data models, data dictionaries, data standards, and data quality rules.
Should have knowledge and expertise in uses of at least one tools and languages, such as SQL, PL/SQL, Oracle, MySQL, PostgreSQL, MongoDB, and NoSQL, to develop and manage databases.
To implements and enforces database security policies, roles, permissions, encryption, auditing, and logging and performs regular backups and restores of the databases.
Manage and monitor disk space, database space, CPU, memory and cache, user connections. Work with complex ETL architecture that is fully dynamic to integrate all clients.
Expertise in database performance tuning and optimization techiniques.
Knowledge of high availability structures and configration, backup strategies, disaster recovery plans, and tools (e.g RMAN for oracle, RAC for oracle)
Understanding of database security protocols, including encryption, access controls, and access compliance regulations (e.g.,GDPR, PCI DSS)
Familiarity with cloud based database solutions (e.g., AWS RDS, Azure SQL DB) for modern database.
Strong analytical skils for diagnosing and resolving database issues promptly.
Name of Position - Database Administrator
To Develop and maintain database documentation, including data standards, procedures and definitions for data elements and tables in the company.
To Identify and implement database requirements for new or existing applications by working collaboratively with other teams.
To Optimise database performance and efficiency by evaluating and recommending new database technologies.
TO Support users and developers by resolving data-related technical issues and troubleshooting queries by guiding them with best practices.
To Execute regular database maintenance tasks, including database defragmentation, backups, archival and database replication.
Commitment to staying current with emerging technologies and best practices in database management.
To perform end to end automation designing for databases
To execute Database upgrade and integration of database monitoring and performance metrics in tools
To integrate and implement data replication rools for downstream systems.
To implement database security parameters and implementation of database encryption methodologies.
Name of Position - Senior Storage Administrator & Backup
Monitors and remediate NAS & SAN device/ application (Access, Performance, events) alert to identify/potential incident.
Provide storage provisioning for NAS/CAS/SAN systems.
Provide level three DAS, SAN, NAS configuration and administering support and expertise as it relates to the storage environment as needed.
Implement, maintain, monitor performance tuning and upgrade network attached storage (NAS) environment.
Storage Array/NAS performance tuning.
Design and implement a comprehensive backup strategy that meets the bank's operational needs and regulatory requirements.
Develop and maintain disaster recovery plans that detail the steps for data restoration in case of a failure or data loss.
Prepare for audits by maintaining thorough documentation of backup processes and procedures
To Generate reports on backup status, successes, failures, and trends for management review
Requires expertise with the design, configuration, and administration tuning optimisation and trouble shooting for NFS/CIFS protocol on net app and EMC Lsion storage array.

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Understand and trouble shoot the SMB, NFS, and CIFS shares network protocols.
Play a key role in business continuity planning and DR strategy, ensuring our design are considered by using NetApp SnapMirror and snapshot plus Lsilon SyncIQ and SnapshotIQ Technology.
Perform change management and incident management for enterprise storage system.
Develop an understanding of project engagement process.
Able to communicate and monitor the team.
Name of Position - Storage Administrator & Backup
Monitors and remediate NAS & SAN device/ application (Access, Performance, events) alert to identify/potential incident.
Provide storage provisioning for NAS/CAS/SAN systems.
Provide level three DAS, SAN, NAS configuration and administering support and expertise as it relates to the storage environment as needed.
Implement, maintain, monitor performance tuning and upgrade network attached storage (NAS) environment.
Storage Array/NAS performance tuning.
Requires expertise with the design, configuration, and administration tuning optimisation and trouble shooting for NFS/CIFS protocol on net app and EMC Lsion storage array.
Understand and trouble shoot the SMB, NFS, and CIFS shares network protocols.
Play a key role in business continuity planning and DR strategy, ensuring our design are considered by using NetApp SnapMirror and snapshot plus Lsilon SyncIQ and SnapshotIQ Technology.
Perform change management and incident management for enterprise storage system.
Develop an understanding of project engagement process.
Stay updated on emerging backup technologies and trends, evaluating their potential benefits for the bank.
Name of Position - Postgress Adminstrator
To create Database Schemas and table, configure indexes, and choose the right version of postgres.
To design the database as per its scalability and maintainability.
Install, configure, and maintain PostgreSQL databases. Manage and optimize database performance by monitoring system resources, performing SQL tuning, and managing tablespaces.
Implement and manage database backup and recovery strategies and setting up archiving. Perform Point-In-Time Recovery (PITR) to ensure data integrity.
Configure and maintain high availability and replication setups, including hot standby and streaming replication for master-slave and disaster recovery nodes. Handle replication monitoring and configuration to ensure zero data loss.
Perform database upgrades/patching and migrations, including cross-platform migrations to PostgreSQL. Create new clusters and upgrade existing clusters to new PostgreSQL servers.
Manage database security by creating and managing database users, roles, and permissions. Implement Role-Based Access Control (RBAC) and ensure compliance with database hardening practices and data encryption.
Write and maintain scripts for database automation and management tasks.
Monitor database health and performance. Perform regular health checks and respond proactively to issues.
Collaborate with development teams to design and optimize database schemas, indexes, and queries. Provide best practice guidance and resolve production data issues.
Maintain comprehensive documentation for database configurations, procedures, and processes.
Department - EDMO
Name of Position - Senior Manager - Data Scientist
Performing exploratory data analysis (EDA) to understand the data's structure and characteristics.
Developing machine learning models to make predictions or classifications based on the data.
Selecting appropriate algorithms and techniques for specific problems.
Training, validating, and testing models to ensure they perform well.
Creating visualizations to communicate findings clearly and effectively to stakeholders.
Using tools like Tableau, Qlik or Power BI to create charts, graphs, and dashboards.
Presenting complex data in a user-friendly manner.
Applying statistical techniques to analyse data and draw meaningful conclusions.
Ensuring the statistical validity of the results.
Translating business problems into data-driven solutions.
Fine-tuning algorithms and models to improve their performance.
Conducting feature engineering to enhance model accuracy.
Implementing cross-validation and other techniques to prevent over fitting.
Writing efficient and maintainable code in languages such as Python, R, or SQL.
Developing and maintaining data pipelines and workflows.
Updating models as new data becomes available or as business needs change.
Troubleshooting and resolving issues related to data quality or model performance.

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Establish and enforce data governance policies and standards.
Ensure data integrity, accuracy, and security across all data science activities.
Promote a data-driven culture within the organization.
Name of Position - Chief Manager - Data Scientist
Analysing large datasets to identify trends, patterns, and insights.
Using statistical methods to validate findings and ensure they are reliable.
Performing exploratory data analysis (EDA) to understand the data's structure and characteristics.
Developing machine learning models to make predictions or classifications based on the data.
Selecting appropriate algorithms and techniques for specific problems.
Training, validating, and testing models to ensure they perform well.
Creating visualizations to communicate findings clearly and effectively to stakeholders.
Using tools like Tableau, Qlik, or Power BI to create charts, graphs, and dashboards.
Presenting complex data in a user-friendly manner.
Applying statistical techniques to analyse data and draw meaningful conclusions.
Conducting hypothesis testing and regression analysis.
Ensuring the statistical validity of the results.
Working with business leaders, analysts, and other stakeholders to understand their needs and requirements.
Translating business problems into data-driven solutions.
Communicating findings and recommendations to non-technical stakeholders.
Fine-tuning algorithms and models to improve their performance.
Conducting feature engineering to enhance model accuracy.
Implementing cross-validation and other techniques to prevent over fitting.
Writing efficient and maintainable code in languages such as Python, R, or SQL.
Developing and maintaining data pipelines and workflows.
Monitoring the performance of deployed models to ensure that they continue to perform well over time.
Updating models as new data becomes available or as business needs change.
Troubleshooting and resolving issues related to data quality or model performance.
Establish and enforce data governance policies and standards.
Ensure data integrity, accuracy, and security across all data science activities.
Promote a data-driven culture within the organization.
Name of Position - Data Warehouse Operation
Translating business requirements into SQL/PL-SQL queries as well as developing Qlik sense reports
Develop and optimize SQL/PL-SQL/Impala/Hive queries
Should have prior Knowledge of working on Impala/ Hive
Ensure queries are efficient, less resource intensive and adhere to following best practices of data processing domain
Customize existing report based on business requirement, performance improvement and ease in usability
Implement robust data validation and quality assurance processes to ensure the accuracy and reliability of data
Identifying error in data and Reporting Incidents
Designing, Developing and maintaining Qlik Sense Reports/ Dashboards
Name of Position - .Net Developer
Design, Development, Testing, implementation and Maintenance of .NET application.
Development/maintenance of database (SQL server, Oracle/My SQL).
Design client side and server –side architecture.
Familiar with designing and implementation of web, mobile and cloud-based application.
Understand Business requirement and transform requirement into functional application in line with business objective
Optimization of application software and data base.
API development and integration.
Rewrite /making changes in existing application/code structure to increase efficiency and performance.
Test, monitor and make better solution through incremental updates/features/app optimization.
Create architecture, specification and user interface of application.
Implement best practices and methodologies for securities, quality and development approach.
Name of Position - IT Engineer
Manage existing Servers, Hardware, Network infrastructure
Support related to Existing application used for Regulatory submission.
Comply to IS Audit / VAPT and other compliance initiatives taken by Bank.

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Assisting in business process reengineering initiatives.
Support planning, execution, and monitoring of strategic projects.
Debugging, Testing and Documentation of the existing Applications
Coordinate meetings and communications with stakeholders to track progress and resolve issues.
Assist in the analysis of process performance and identification of improvement opportunities.
Name of Position - DQ Analyst
Evaluate and analyze data for accuracy, completeness, and consistency.
Identify data quality issues and take up with the concerned stakeholders to ensure that Bank's data is accurate, consistent, and reliable.
Develop and implement data quality standard, policies and procedures.
Utilize AI/ML tools to automate data quality checks, Data profiling and anomaly detection
Monitor and report on data quality metrics, identifying trends and areas for improvement.
Ensure the accuracy and reliability of data presented in the dashboards.
Collaborate with Business Stake Holders to resolve data quality issues
Conduct root cause analysis of data quality issues and recommend corrective actions.
Design and execute data quality audits and validation processes.
Create and maintain comprehensive documentation for data quality process and AI/ML Models.
Stay updated on industry best practices and emerging trends in Data Quality and AI/ML technologies.
Creating suitable checks in source systems effecting Data Quality.
Name of Position - Data Profiling
Translating business requirements into SQL/PL-SQL queries as well as developing Qlik sense reports
Develop and optimize SQL/PL-SQL/Impala/Hive queries
Should have prior Knowledge of working on Impala/ Hive
Ensure queries are efficient, less resource intensive and adhere to following best practices of data processing domain
Customize existing report based on business requirement, performance improvement and ease in usability
Implement robust data validation and quality assurance processes to ensure the accuracy and reliability of data
Identifying error in data and Reporting Incidents
Designing, Developing and maintaining Qlik Sense Reports/ Dashboards
Name of Position - Manager - Automation & Maintenance of Regulatory Returns
Design and Develop automated workflows for Regulatory Return process.
Translating business requirements into SQL/PL-SQL queries as well as developing Qlik sense reports
Develop and optimize SQL/PL-SQL/Impala/Hive queries
Daily Maintenance of existing process and Data Loading to target reporting tables as per defined frequency of each return.
Monitoring and maintaining Data Loading process and ensure submission of correct data to the regulatory authorities.
Ensure the accuracy and reliability of data presented in each return.
Collaborate with Business Stakeholders to understand new requirements or modification of any existing Return prescribed by Regulatory Authorities.
Recommend and implement process enhancements for increased efficiency and accuracy.
Troubleshoot and resolve issues related to Query Building and Automation Process.
Document automation processes, workflows and configuration and development of reconciliation report accordingly.
Name of Position - Senior Manager – Information Security Officer
Conducting audits and assessments of various products and processes to identify Data protection vulnerabilities and recommend mitigating tools and solutions.
Ensuring compliance of Digital Personal Data Protection Act provisions, Regulatory guidelines and adherence to Bank's Information security guidelines both at a technical and functional level.
Collaborate and Work closely with IT and business units to establish and enforce data protection initiatives and best practices.
Monitor and report on the implementation and effectiveness of data protection controls.
Review various products, processes, applications, solutions and tools to ensure Data Privacy compliance across all business functions
Knowledge of various solutions namely Information Rights Management and Mobile Device Management
Evaluate and manage the security practices of third-party vendors and service providers. Ensure third-party agreements include appropriate security provisions and compliance requirements.
Proven ability to manage all operations, maintenance and functions of the Security Policy, within the environment.
Develop and maintain incident response plans, playbooks, and procedures.
Coordinate with internal and external stakeholders to manage and communicate the response to security incidents.
Develop, Implement and monitor a strategic, comprehensive enterprise information security program to ensure the integrity, confidentiality and availability of data.
Name of Position - Chief Manager – Information Security Officer

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Conducting audits and assessments of various products and processes to identify Data protection vulnerabilities and recommend mitigating tools and solutions.
Ensuring compliance of Digital Personal Data Protection Act provisions, Regulatory guidelines and adherence to Bank's Information security guidelines both at a technical and functional level.
Collaborate and Work closely with IT and business units to establish and enforce data protection initiatives and best practices.
Monitor and report on the implementation and effectiveness of data protection controls.
Review various products, processes, applications, solutions and tools to ensure Data Privacy compliance across all business functions
Knowledge of various solutions namely Information Rights Management and Mobile Device Management
Provide subject matter expert guidance on cybersecurity and product development topics.
Advise senior management and third-party service providers of emerging compliance issues and consults and guides the organization in the establishment of controls to mitigate risks.
Evaluate and manage the security practices of third-party vendors and service providers. Ensure third-party agreements include appropriate security provisions and compliance requirements.
Proven ability to manage all operations, maintenance and functions of the Security Policy, within the environment.
Develop and maintain incident response plans, playbooks, and procedures.
Coordinate with internal and external stakeholders to manage and communicate the response to security incidents.
Develop, Implement and monitor a strategic, comprehensive enterprise information security program to ensure the integrity, confidentiality and availability of data.
Name of Position - Senior Manager - Data Privacy Compliance Officer
Develop, implement, and continually improve bank's data protection policies, standards, guidelines, and procedures in accordance with DPDP Act and other relevant regulations.
Ensure compliance with DPDP Act provisions, Regulatory guidelines and other statutory obligations related to Data Privacy
Conduct risk assessments to identify potential threats to data privacy and develop strategies to mitigate them.
Evaluate the existing data protection framework and identify areas of non or partial compliance and rectify any issues
Promote a culture of data protection compliance across all units of the bank.
Provide training on data privacy best practices to employees across the bank.
Coordination with different business verticals to ensure data protection controls are embedded and operationalised in different products and processes.
Data Protection Impact Assessments (DPIA): Conduct Data Protection Impact Assessments (DPIAs) for new projects or changes affecting personal data.
Data Principal Rights and Requests: Manage and respond to data principal requests (e.g. access, rectification, deletion) in accordance with legal requirement.
Consent Management: Ensure proper consent mechanisms are in place and manage consent records.
Preparing and delivering data protection training for all the business functions and relevant external third parties
Name of Position - Chief Manager - Data Privacy Compliance Officer
Develop, implement, and continually improve bank's data protection policies, standards, guidelines, and procedures in accordance with DPDP Act and other relevant regulations.
Ensure compliance with DPDP Act provisions, Regulatory guidelines and other statutory obligations related to Data Privacy
Assisting Senior Leadership Team, and other functional teams to identify data protection risks and implement appropriate mitigating controls.
Conduct risk assessments to identify potential threats to data privacy and develop strategies to mitigate them.
Evaluate the existing data protection framework and identify areas of non or partial compliance and rectify any issues
Promote a culture of data protection compliance across all units of the bank.
Provide training on data privacy best practices to employees across the bank.
Coordination with different business verticals to ensure data protection controls are embedded and operationalised in different products and processes.
Data Protection Impact Assessments (DPIA): Conduct Data Protection Impact Assessments (DPIAs) for new projects or changes affecting personal data.
Data Principal Rights and Requests: Manage and respond to data principal requests (e.g., access, rectification, deletion) in accordance with legal requirement.
Consent Management: Ensure proper consent mechanisms are in place and manage consent records.
Preparing and delivering data protection training for all the business functions and relevant external third parties
Establish a process for and monitor actual compliance of policies and with applicable laws and regulations.
Name of Position - Manager – Master Data Management & Metadata
Collaborate with Business and Technical Team to gather requirements and define MDM strategies and policies.
Perform Data Quality checks and implement data validation rules.
Develop and enforce data standards, Governance and Data Quality Framework.
Perform data profiling, cleansing and enrichment to maintain high data quality.
Manage data integration processes and workflows and Monitor and troubleshoot MDM systems to ensure optimal performance and resolve issues.

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Creating and Maintaining existing Metadata repository and Data Dictionary to support data discovery, data lineage and data cataloguing and modification in Business/Technical logic consultation with all stakeholders.
Conduct Metadata audits and quality assessment to identify report and resolve issues.
Provide support to business units for master data-related issues.
Assist in training staff on data management best practices
Metadata Repository Maintenance
Ensure the metadata repository is up-to-date and accurate
Name of Position - Senior Manager- Master Data Management & Metadata
Collaborate with Business and Technical Team to gather requirements and define MDM strategies and policies.
Perform Data Quality checks and implement data validation rules.
Develop and enforce data standards, Governance and Data Quality Framework.
Perform data profiling, cleansing and enrichment to maintain high data quality.
Manage data integration processes and workflows and Monitor and troubleshoot MDM systems to ensure optimal performance and resolve issues.
Creating and Maintaining existing Metadata repository and Data Dictionary to support data discovery, data lineage and data cataloguing and modification in Business/Technical logic consultation with all stakeholders.
Conduct Metadata audits and quality assessment to identify report and resolve issues.
Provide support to business units for master data-related issues.
Imparting training to staff on data management best practices
Metadata Repository Maintenance
Ensure the metadata repository is up-to-date and accurate
Name of Position - Chief Manager- Master Data Management & Metadata
Collaborate with Business and Technical Team to gather requirements and define MDM strategies and policies.
Perform Data Quality checks and implement data validation rules.
Implement advanced data quality management techniques and tools
Develop and enforce data standards, Governance and Data Quality Framework.
Perform data profiling, cleansing and enrichment to maintain high data quality.
Manage data integration processes and workflows and Monitor and troubleshoot MDM systems to ensure optimal performance and resolve issues.
Creating and Maintaining existing Metadata repository and Data Dictionary to support data discovery, data lineage and data cataloguing and modification in Business/Technical logic consultation with all stakeholders.
Conduct Metadata audits and quality assessment to identify report and resolve issues.
Provide support to business units for master data-related issues.
Assist in training staff on data management best practices
Metadata Repository Maintenance
Ensure the metadata repository is up-to-date and accurate
Name of Position - Manager - Qlik Sense Developer
Translating business requirements into SQL/PL-SQL queries as well as developing Qlik sense reports
Develop and optimize SQL/PL-SQL/Impala/Hive queries
Should have prior Knowledge of working on Impala/ Hive
Ensure queries are efficient, less resource intensive and adhere to following best practices of data processing domain
Customize existing report based on business requirement, performance improvement and ease in usability
Implement robust data validation and quality assurance processes to ensure the accuracy and reliability of data
Identifying error in data and Reporting Incidents
Designing, Developing and maintaining Qlik Sense Reports/ Dashboards
Name of Position - Senior Manager - Qlik Sense Developer
Translating business requirements into SQL/PL-SQL queries as well as developing Qlik sense reports
Develop and optimize SQL/PL-SQL/Impala/Hive queries
Should have prior Knowledge of working on Impala/ Hive
Ensure queries are efficient, less resource intensive and adhere to following best practices of data processing domain
Customize existing report based on business requirement, performance improvement and ease in usability
Implement robust data validation and quality assurance processes to ensure the accuracy and reliability of data
Identifying error in data and Reporting Incidents
Designing, Developing and maintaining Qlik Sense Reports/ Dashboards

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ANNEXURE II

GUIDELINES FOR UPLOADING THE PHOTOGRAPH, SIGNATURE & OTHER DOCUMENTS

The following documents are required to be uploaded by the candidate:

- Resume (PDF)
- DOB Proof: 10th marksheet/ certificate (PDF)
- Educational Certificates: Relevant Mark-Sheets/Certificate (PDF) (All Educational Certificates should be scanned in a single PDF file)
- Work experience certificates (PDF) if applicable (PDF)
- Caste/ Category Certificate (PDF) if applicable (PDF)
- PWD certificate, if applicable (PDF)

Before applying online, a candidate will be required to have scanned (digital) image of the above documents as per the specifications given below:-

- All Documents must be in PDF format.
- Page size of the document to be A4.
- Size of the file should not be exceeding 500 KB.
- In case of Document being scanned, please ensure it is saved as PDF and size not more than 500 KB as PDF. If the size of the file is more than 500KB, then adjust the setting of the scanner such as the DPI resolution, no. of colors etc., during the process of scanning. Please ensure that Documents uploaded are clear and readable.

GUIDELINES FOR SCANNING THE PHOTOGRAPH (4.5cmX3.5cm) & SIGNATURE:

Before applying online, a candidate will be required to have a scanned (digital) image of his/ her photograph and signature as per the specifications given below:-

(i) Photograph Image :-

- Photograph must be a recent passport style colour picture.
- Make sure that the picture is in colour, taken against a light coloured, preferably white background.
- Look straight at the camera with a relaxed face.
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows.
- If you have to use flash, ensure there's no "red-eye".
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable, religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of the file should be between 20kb – 50kb.
- Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50kb, then adjust the settings of the scanner such as the DPI resolution, no of colours etc during the process of scanning.

(ii) Signature Imaging :-

- The applicant has to sign on white paper with Black Ink Pen.
- The signature must be signed only by the applicant and not by any other person.
- The signature will be used to put on the Call letter and wherever necessary.
- If the applicant's signature on the answer script at the time of the examination does not match the signature on the Call letter, the applicant will be disqualified.
- Dimensions 140 x 60 pixels (preferred)
- Size of the file should be between 10kb – 20kb.
- Ensure that the size of the scanned image is not more than 20kb.
- **Signature in CAPITAL LETTERS shall NOT be accepted**

(iii) Guidelines for scanning of photograph, signature & documents :-

1. Set the scanner resolution to a minimum of 200 dpi (dots per inch).
2. Set the colour to True Colour
3. Crop the image in the scanner to the edge of the photograph/ signature, then use the upload editor to crop the image to the final size (as specified above).
4. The image file should be JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.
5. Image dimensions can be checked by listing the folder/ files or moving the mouse over the file image icon.
6. Candidates using MSWindows/ MSOffice can easily obtain photo and signature in .jpeg format not exceeding 50kb and 20kb respectively by using MSPaint or MSOffice Picture Manager. Scanned photograph and signature in any format can be saved in .jpg format by using 'Save As' option in the File menu and size can be reduced below 50kb (photograph) & 20kb (signature) by using crop and then resize option (Please see point (i) & (ii) above for the pixel size) in the 'Image' menu. Similar options are available in other photo editor also.
7. If the file size and format are not as prescribed, an error message will be displayed.

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8. While filling in the Online Application Form, the candidate will be provided with a link to upload his photograph and signature.

PROCEDURE FOR UPLOADING THE PHOTOGRAPH, SIGNATURE & DOCUMENTS :-

(i) There will be separate links for uploading Photograph, Signature & Documents.
(ii) Click on the respective link 'Upload'.
(iii) Browse and select the location where the scanned photograph, signature or document files has been saved.
(iv) Select the file by clicking on it & click the 'Upload' button.
(v) Click Preview to confirm the document is uploaded and accessible properly before submitting the application. If the file size and format are not as prescribed, an error message will be displayed.
(vi) Once uploaded/ submitted, the Documents uploaded cannot be edited/ changed.
(vii) After uploading the photograph/ signature in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature, prior to submitting the form. If the face in the photograph or signature is unclear the candidate's application may be rejected.

Your Online Application will not be registered unless you upload your photograph, signature & documents as specified.

Note :-

1. *In case the face in the photograph or signature or documents is unclear, the candidate's application may be rejected.*
2. *After registering online, candidates are advised to take a printout of their system generated online application forms.*

In case, the photograph or signature or documents is/ are not prominently visible, the candidate may edit his/her application and re-load his/ her photograph or signature or documents, prior to submitting the form.

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ANNEXURES - FORMS

FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO SCHEDULED CASTE OR SCHEDULED TRIBE IN SUPPORT OF HIS / HER CLAIM.

1.This is to certify that Sri / Smt / Kum*_____ son / daughter* of_____ of village / town* _____ in District / Division*_____of the State / Union Territory*_____belongs to the _____Caste/Tribe* which is recognized as a Scheduled Caste/ Scheduled Tribe* under :

* The Constitution (Scheduled Castes) Order, 1950 ;
* The Constitution (Scheduled Tribes) Order, 1950 ;
* The Constitution (Scheduled Castes)(Union Territories)Orders, 1951 ;
* The Constitution (Scheduled Tribes)(Union Territories)Order, 1951 ;

[as amended by the Scheduled Castes and 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, the Constitution (Scheduled Castes and Scheduled Tribes) Order (Amendment) Act,1976, The State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganization) Act, 1987.],:

* The Constitution (Jammu and Kashmir) Scheduled Castes Order,1956 ;
* The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976 ;
* The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962 ;
* The Constitution (Dadra and 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 and Diu) Scheduled Castes Order, 1968 ;
* The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968 ;
* The Constitution (Nagaland) Scheduled Tribes Order, 1970 ;
* The Constitution (Sikkim) Scheduled Castes Order, 1978 ;
* The Constitution (Sikkim) Scheduled Tribes Order, 1978 ;
* The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989 ;
* The Constitution (Scheduled Castes) Orders (Amendment)Act, 1990;
* The Constitution (ST) Orders (Amendment) Ordinance, 1991 ;
* The Constitution (ST) Orders (Second Amendment) Act,1991 ;
* The Constitution (ST) Orders (Amendment) Ordinance, 1996;
* The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act 2002;
*The Constitution (Scheduled Castes) Order (Amendment) Act, 2002;
*The Constitution (Scheduled Caste and Scheduled Tribes) Order (Amendment) Act, 2002;
*The Constitution (Scheduled Caste) Order (Second Amendment) Act, 2002].

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 # 2. Applicable in the case of Scheduled Castes / Scheduled Tribes persons , who have migrated from one State / Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes* Certificate issued to Shri / Smt / Kumari* _____Father /Mother* of Sri / Smt / Kumari*_____-_____of village / town_____in District/Division*_____of the State/Union Territory*_____ who belong to the_____ Caste / Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* issued by the _____[Name of the authority] vide their order No. _____ dated _____.

3.Shri/Smt/Kumari*_____and/or* his/her* family ordinarily reside(s) in village/town*_____ of_____ District / Division* of the State / Union Territory* of _____

Signature _____

Designation _____

Place:
Date :

[With seal of Office]
State/Union Territory

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

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* Please delete the words which are not applicable.
# Delete the paragraph which is not applicable.

List of authorities empowered to issue Caste / Tribe Certificates:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector/I Class Stipendiary Magistrate / Sub-Divisional Magistrate / Extra-Asst. Commissioner / Taluka Magistrate / Executive Magistrate.

2. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate / presidency Magistrate.

3. Revenue Officer not below the rank of Tehsildar.

4. Sub-Divisional Officers of the area where the candidate and / or his family normally resides.

Note : The Certificate is subject to amendment/modification of Scheduled Castes and Scheduled Tribes lists from time to time

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

This is to certify that Sri / Smt. / Kumari_____son/daughter of _____ of village/Town _____District/Division _____ in the State/ Union Territory_____ belongs to the _____community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____dated _____*. Shri/Smt./Kumari _____and/or his/her family ordinarily reside(s) in the _____District/Division of the _____State/Union Territory. This is also to certify that he/she does not belong to the persons /sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training OM No.36012/22/93- Estt.[SCT], dated 8-9-1993 **.

Dated :

District Magistrate

Deputy Commissioner etc.

Seal

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* - the authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

**- As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20of the Representation of the People Act, 1950.

The Prescribed proforma shall be subject to amendment from time to time as per Government of India Guidelines.

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FORM-I

Disability Certificate

(In cases of amputation or complete permanent paralysis of limbs and in cases of blindness)
(Prescribed proforma subject to amendment from time to time)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP size Attested Photograph (Showing face only) of the person with disability

Certificate No. : **Date :**

This is to certify that I have carefully examined

Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ Date of Birth (DD / MM / YY) ____ ____ ____ Age _____ years, male/female Registration No. _____ permanent resident of House No._____ Ward/Village/Street _____ Post Office _____District _____ State _____, whose photograph is affixed above, and am satisfied that :

(A) he/she is a case of :

- **Iocomotor disability**
- **Blindness**

(Please tick as applicable)

(B) The diagnosis in his/her case is _____

(A) He/She has _____% (in figure) _____ percent (in words) permanent physical impairment/blindness in relation to his/her _____ (part of body) as per guidelines (to be specified)

2. The applicant has submitted the following documents as proof of residence :-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorised Signatory of notified Medical Authority)

Signature/Thumb impression of the person in whose favour disability certificate is issued.

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FORM - II

Disability Certificate

(In case of multiple disabilities)

(Prescribed proforma subject to amendment from time to time)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP size Attested Photograph (Showing face only) of the person with disability

Certificate No. : **Date :**

This is to certify that we have carefully examined

Shri/Smt./Kum. _____ son/wife/daughter of Sh

_____ Date of Birth (DD / MM / YY) ____ ____ __

Age _____ years, male/female _____ Registration No. _____ permanent resident

House No._____ Ward/Village/Street _____ Po

Office _____District _____ State _____, whose photograph is affix

above, and are satisfied that :

(A) He/she is a Case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluat as per guidelines (to be specified) for the disabilities ticked below, and shown against the relevant disability in t table below :

Sr. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	£		
5	Mental retardation	X		
6	Mental-illness	X		

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (to be specified), is as follows

In figures :- _____ percent

In words :- _____ percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

(i) not necessary,

Or

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(ii) is recommended / after _____ years _____ months, and therefore this certificate shall be valid till (DD / MM / YY) ____ ____ ____

@ - e.g. Left/Right/both arms/legs

- e.g. Single eye / both eyes

£ - e.g. Left / Right / both ears

4. The applicant has submitted the following documents as proof of residence :-

Nature of Document	Date of Issue	Details of authority issuing certificate

5. Signature and Seal of the Medical Authority

Name and seal of Member	Name and seal of Member	Name and seal of Chairperson

Signature/Thumb impression of the person in whose favour disability certificate is issued.

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FORM - III

Disability Certificate

(In cases other than those mentioned in Form I and II)

(Prescribed proforma subject to amendment from time to time)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP size Attested Photograph (Showing face only) of the person with disability

Certificate No. : **Date :**

This is to certify that I have carefully examined

Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ Date of Birth (DD / MM / YY) ____ ____ ____ Age _____ years, male/female _____Registration No. _____ permanent resident of House No._____ Ward/Village/Street _____ Post Office _____District _____ State _____, whose photograph is affixed above, and am satisfied that he/she is a Case of _____ disability. His/her extent of percentage physical impairment/disability has been evaluated as per guidelines (to be specified) and is shown against the relevant disability in the table below :

Sr. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	£		
5	Mental retardation	X		
6	Mental-illness	X		

(Please strike out the disabilities which are not applicable.)

2. The above condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

(i) not necessary,

Or

(ii) is recommended / after _____ years _____ months, and therefore this certificate shall be valid till (DD / MM / YY) ____ ____ ____

@ - e.g. Left/Right/both arms/legs

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- e.g. Single eye / both eyes

£ - e.g. Left / Right / both ears

4. The applicant has submitted the following documents as proof of residence :-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Authorised Signatory of notified Medical Authority)
(Name and Seal)

Countersigned

{Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital, in case the certificate is issued by a medical authority who is not a government servant (with seal)}

Signature/Thumb impression of the person in whose favour disability certificate is issued.

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FORM OF CERTIFICATE TO BE PRODUCED BY CANDIDATE APPLYING UNDER ECONOMINCALLY WEAKER SECTION

Government of ……
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____ Date:_____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____permanent resident of _____, Village, Street _____Post Office _____ District in the State / Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross income* of his/her 'family'** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***:

I. 5 acres of agricultural land and above;
II. Residential flat of 1000 sq. ft. and above;
III. Residential plot of 100 sq. yards and above in notified municipalities;
IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with Seal of Office _____
Name_____
Designation_____

Recent Passport size attested photograph of the applicant

*Note1: Income covered from all sources i.e. salary, agriculture, business, profession, etc.
**Note 2: The term 'Family' for this purpose include the person, who seeks the benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years
***Note 3: The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property hold test to determine the EWS status