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बैंक ऑफ महाराष्ट्र
Bank of Maharashtra
भारत सरकार का उद्यम
एक परिवार एक बैंक

Bank of Maharashtra
मानव संसाधन प्रबंधन विभाग
Human Resources Management Department
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AX1/ST/RP/Recruitment/2024-25 Date: 29.01.2025

Recruitment Notification
Recruitment Project 2024-25 ~ Phase II
In Scale II, III, IV, V, VI & VII

BANK OF MAHARASHTRA is one of the leading and top performing Bank in the Industry in several growth and profitability parameters in the industry. The Bank is now in expansion mode and requires motivated professionals to support its growth trajectory, strengthen governance, compliance and technology structure. The Bank invites online applications from candidates for recruitment of **Officers in Scale II, III, IV, V, VI & VII** to be posted at various verticals, offices and branches.

Details of number of Posts, Reservations, Qualifications, Experience, Age and Job Profile:

Sr	Name of the Post	Scale	Employment Type	No. of Vacancies					Total	of which PwBD			
				SC	ST	OBC	EWS	UR		OC	VI	HI	ID
Information Technology / Digital banking / IT Security / IS Audit													
1	General Manager – Digital Transformation	VII	Permanent					1	**1**				
2	Deputy General Manager – IT Enterprise & Data Architect	VI	Permanent					1	**1**				
3	Deputy General Manager – IT & Digital Projects	VI	Permanent					1	**1**				
4	Assistant General Manager – Information System Audit	V	Permanent					3	**3**				
5	Assistant General Manager – DevSecOps	V	Permanent					1	**1**				
6	Assistant General Manager – API & Interface	V	Permanent					1	**1**				
7	Assistant General Manager – Middleware	V	Permanent					1	**1**				
8	Assistant General Manager – Software	V	Permanent					1	**1**				
9	Chief Manager – Cyber Security	IV	Permanent					1	**1**				
10	Chief Manager – IT Cloud Operations	IV	Permanent					1	**1**				
11	Chief Manager – IT Infrastructure	IV	Permanent					1	**1**				
12	Chief Manager – Software	IV	Permanent					1	**1**				
13	Senior Manager - Cyber Security	III	Permanent					3	**3**				
14	Senior Manager – Data Specialist	III	Permanent			1		4	**5**				
15	Senior Manager – Information System Audit	III	Permanent			1		4	**5**				
16	Manager – Network & Security	II	Permanent					3	**3**				
17	Manager - Digital Channel	II	Permanent					2	**2**				
Integrated Risk Management													
18	General Manager – Integrated Risk Management	VII	Permanent					1	**1**				

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Sr	Name of the Post	Scale	Employment Type	No. of Vacancies					Total	of which PwBD			
				SC	ST	OBC	EWS	UR		OC	VI	HI	ID
19	Senior Manager – Risk Analytics & Risk Management	III	Permanent	4	2	8	3	13	**30**	1			
Company Secretary													
20	Deputy General Manager – Company Secretary	VI	Permanent					1	**1**				
Engineers													
21	Assistant General Manager – Civil	V	Permanent					1	**1**				
22	Chief Manager – Civil	IV	Permanent					1	**1**				
23	Manager - Electrical	II	Permanent					2	**2**				
24	Manager - Civil	II	Permanent					2	**2**				
Economist													
25	Assistant General Manager – Economist	V	Permanent					1	**1**				
26	Chief Manager – Economist	IV	Permanent					2	**2**				
Treasury / International Business													
27	Assistant General Manager – Treasury	V	Permanent					3	**3**				
28	Senior Manager – Forex	III	Permanent	1		2	1	6	**10**				
29	Manager – Forex	II	Permanent			1		4	**5**				
Human Resource Management													
30	Assistant General Manager – Employee Resource Planning & Career Development	V	Permanent					1	**1**				
Public Relations													
31	Assistant General Manager – Public Relations	V	Permanent					1	**1**				
Security													
32	Assistant General Manager – Security	V	Permanent					1	**1**				
Credit													
33	Chief Manager – Credit	IV	Permanent	1		3	1	7	**12**				
34	Senior Manager – Credit	III	Permanent	4	2	8	3	13	**30**	1			
35	Manager – Credit	II	Permanent	3	1	6	2	13	**25**	1			
Financial Management & Accounts													
36	Chief Manager – Chartered Accountant	IV	Permanent					2	**2**				
37	Senior Manager – Chartered Accountant	III	Permanent					3	**3**				
AML & CFT													
38	Senior Manager – Anti Money Laundering & CFT	III	Permanent			1		4	**5**				
Architect													
39	Manager - Architect	II	Permanent					1	**1**				
			Total	**13**	**5**	**31**	**10**	**113**	**172**	**3**			

*****Age Relaxation to reserved category is applicable as per Government guidelines. Abbreviations: SC: Scheduled Caste, ST: Scheduled Tribe, OBC: Other Backward Classes, EWS: Economically Weaker Section, UR: Unreserved, PwBD: Persons with Benchmark Disabilities, OC: Orthopedically Challenged, VI: Visual Impairment, HI: Hearing Impairment, ID: Intellectual / Multiple Disabilities.

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1. Recruitment of General Manager – Digital Transformation (Scale VII):

Post	:	General Manager - Digital Transformation
Qualifications	:	B. Tech /BE in Computer Science /Information Technology or MCA with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies. Certification in Digital Transformation/ Emerging technologies like AI&ML, Blockchain/ PMP or its equivalent from recognized institution.
Experience	:	Minimum 15 years of relevant experience in technical and business domain, should have managed & delivered IT and Digital projects in Scheduled Commercial Banks/Reputed IT Companies.
Age	:	Maximum 55 years
Reporting Authority	:	The selected candidate will report to Executive Director handling the portfolio of Information Technology.
Job Profile	:	1. Oversee and prioritize across all Business Groups, Technology, Marketing and Other Corporate Groups to ensure optimization of the organization's Digital Assets. Manage digital channels process notes and operating instructions, with configuration management to ensure easy retrieval and safe keeping. 2. Analyze and estimate business acceleration targets through future fintech partnerships/ digital lending for short, medium and long term. Ideating and conceptualizing new product segments or features that may be added to the current portfolio. 3. Develop and execute an integrated Digital partnership approach to improve roadmap, execution plans and success measurement for various partnership opportunities. 4. Responsible for compliance with banks internal security policies and external regulatory guidelines. 5. Conversant with latest technology (e.g. AI / ML Analytics) to develop priority use-cases for business and continuously enhance technology stack to ensure best-in-class digital products (e.g., Digital lending, Internet banking, Mobile banking platforms, ATM). Deliver best-in-class customer experience across customer facing digital assets (e.g., mobile app, internet banking). 6. Run the bank's digital business and lead new digital initiatives to 'build the bank'. Work closely with top management across to drive sustainable growth in digital business. Responsible for working closely with key business, Stake holders, technology partners, NPCI, e-commerce partners/merchants and regulatory partners and ensure maximum uptime for all the Digital channels. 7. Support implementation of new digital products and enhancements for the existing digital channels based on local and global trends to improve service offerings to our customers. Identify business/ improvement opportunities and report complaints which require special attention and recommend preventive measures. Lead / coordinate the implementation of key digital initiatives including digital platform migration project to integrate lifestyle and banking appetite with artificial intelligence. 8. Monitor daily operations of delivery channels and identify improvement areas for re-engineering to ensure delivery of efficient and high quality, service to customers. Ensure timely and accurate MIS and dashboard reporting to drive digital activations. Conduct researches on the best and evolving market practice to define the most efficient and customer-friendly UI throughout the entire customer journey. Interpret digital journey and engagement effectiveness, and identify learning, insights and actions. 9. Monitor competition and keep abreast of the channel offerings/ service developments. Plan for increase in Digital Transactions Bank wide. Reviewing complaints on digital banking channels and resolutions. Formulate/develop digital strategies to drive the next generation of digital banking. 10. Design effective and efficient digital customer journey to ensure the delivery of excellent customer experience through website/mobile app/web as a result to deliver ambitious growth in digital traffic and usage. Liaise with the zones/branches/contact centre for digital banking registrations like internet banking, mobile banking including UPI, Bharat QR, e-statements etc. Policies & procedures for the implementation of digitalization in various reform themes. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

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2. Recruitment of Deputy General Manager – IT Enterprise & Data Architect (Scale VI):

Post	:	Deputy General Manager – IT Enterprise & Data Architect
Qualifications	:	B. Tech / BE in Computer Science / Information Technology or MCA with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies. Preference will be given to TOGAF / Big Data / DWH / Analytics or similar certification.
Experience	:	The candidate should have an overall experience of minimum 12 years' of relevant experience in technical and business expertise which should include minimum 7 years' of BFSI experience, should have managed technology delivery in data and digital platform preferably in BFSI domain in Scheduled Commercial Bank / Reputed IT Companies / MNCs.
Age	:	Maximum 50 years
Reporting Authority	:	The selected candidate will report to General Manager/ CTO / Vertical Head handling the portfolio of Information Technology
Job Profile	:	Designing, building, and managing the architecture of the Bank's data ecosystem. To ensure that data assets are organized, integrated, and accessible to support business objectives effectively. The comprehensive overview of the job profile of a Data Architect is as under: 1. Responsible for maturing and extending data management, data engineering, metadata management, Data warehouse, Data Lake and Data virtualization/fabric solutions across the Bank. By combining a strong technical background with a solid understanding of market trends, the IT Enterprise Data Architect will be responsible for architecting, designing, and delivering projects and enhancements across the Enterprise Data Platform. 2. Evaluate current state architecture and recommend and implement changes with a focus on modernization of Data integration (ETL, ELT, API/ESB) and Data Virtualization, Data Mart etc. solutions. 3. Combine business needs, vendor roadmaps and technology trends to develop Enterprise Data Management platforms and product roadmaps and future state architecture diagrams for the bank, based on their roadmap. 4. Mitigate issues related to data quality, provide technical and architectural guidance to projects, teams, and service providers, ensuring that new initiatives enable effective and scalable data storage, data engineering and data analysis capabilities 5. Participate in architectural review boards, evaluations of data and analytics solutions / COTS products, and technologies. 6. Research, recommend and pilot tools and process changes to drive quality and efficiency across the solution development lifecycle. 7. Act as a thought leader on industry trends, emerging data management capabilities (such as enterprise data lake) and technologies (cloud platforms) and potential use for various existing and potential Customers. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

3. Recruitment of Deputy General Manager – IT & Digital Projects (Scale VI):

Post	:	Deputy General Manager – IT & Digital Projects
Qualifications	:	B. Tech /BE in Computer Science /Information Technology with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies. Preference will be given to those who have certification(s) / Diploma etc. in Digital Transformation / Digital Banking.
Experience	:	The candidate should have an overall experience of minimum 12 years in Digital Banking Scenario / Digital Strategy in Scheduled Commercial Banks / Reputed IT companies. Preference will be given to those who have experience in Digital Banking.
Age	:	Maximum 50 years
Reporting Authority	:	The selected candidate will report to General Manager/ CTO / Vertical Head handling the portfolio of Information Technology
Job Profile	:	1. Define and implement digital strategy by working with cross-functional partners to map traditional processes to digital. Developing and execute plans to sustain and support the digital business, anticipating future trends. 2. Lead end to end delivery of digital projects and change management required to improve, implement, and embed digital systems and processes. Drive and support ongoing digital transformation of the Bank by continuously improving the effectiveness of the current processes which involve measuring ROI on digital

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		projects, fine-tuning approaches as needed to ensure the Bank is investing in the right tools and resources. 3. Maintain an overview of all digital products across the Bank, developing and promoting standards and processes to ensure quality, usability and consistency for Bank's customers. Responsible for the vision, roadmap, development, delivery, and value realization. 4. Create the roadmap and strategy to deliver bank's products and customer digital experience. To ensure effective solutions are in place and operating effectively. Develop an experience driven digital product roadmap that delivers new and enhanced features to accelerate growth and customer engagement. 5. Create key functionality that meets the product's KPIs to increase the current customer base and e-commerce revenue stream. Use analytics and knowledge of current market trends to continuously iterate and improve the online customer experience Strategic and Annual Planning. 6. To maintain bank's effectiveness and efficiency in digital eco-system by delivering, implementing and publicizing all digital channels such as Whats-App banking, Internet & Mobile Banking, Omni-channels, etc. 7. To improve customer engagement through continuous improvement of customer journey for seamless experience across all digital channels including journeys at customer service points. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

4. Recruitment of Assistant General Manager – Information System Audit (Scale V):

Post	:	Assistant General Manager - Information System Audit
Qualifications	:	Minimum Qualification: B. Tech/ B. E. in Computer Science/ IT/ MCA/ MCS/ M.Sc. (electronics/ Computer Science) with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies **AND** Mandatory Certifications - any one of the following: 1. CISSP (Certified Information System Security Professional) 2. CISM (Certified Information Security Manager) 3. CISA (Certified Information Security Auditor) 4. C-CISO (Certified Chief Information Security officer)
Experience	:	The candidate should have an overall experience of minimum 10 years out of which 5 years' experience in conducting Information Systems (IS) Audit including VA & PT and should have conducted Information System Audit of Systems such as Core Banking Solution, EFT Switch, Internet Banking, Mobile Banking, DC/DR Sites including Vulnerability Assessment & Penetration Testing etc. in any Scheduled Commercial Bank / Reputed IT Companies / MNCs.
Age	:	Maximum 45 years
Reporting Authority	:	The selected candidate will report to Deputy General Manager / General Manager / Vertical Head handling the portfolio of Information Technology /System Audit.
Job Profile	:	1. Ensuring safety and effectiveness of computer systems and their security components, mainly focusing on computer systems that may be out of date and could be at risk. 2. Post security audit, detailed report preparation outlining the effectiveness of the system, explaining any security issues, and suggesting changes and improvements. 3. To plan, execute and lead security audits, inspect the efficiency, effectiveness, and compliance of operation processes and make sure they are under corporate security policies and related government regulations. 4. Accurately interpret audit results against defined criteria, create a written and verbal report of auditing result, create process for security audits across the entire network, Asses current risks and create steps to secure vulnerable systems, translate security audit results to company documentation, develop best practices for security procedures. 5. Providing an overview of the audit process, executing cybersecurity audits, analyzing/ investigating any recent breaches or security concerns, evaluating internal security systems, controls and policies, Ensuring compliance with applicable laws and regulations. 6. The Information Systems Auditor will primarily be responsible for conducting or arranging for the conduct of Information Systems (IS) Audits. The Frequency of IS Audits, as per Extant IS Audit Policy 7. New IT systems or those systems, which have undergone major changes, shall be audited within 6 months of implementation. All the systems, domains and processes irrespective of their risk levels shall be covered within a period of two years. IS Audit

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		of critical branches will be carried out on sample basis. Notwithstanding the above, IT governance, information security governance, data center, IT processes, critical business applications and MIS systems shall be subjected to audit at least once a year. Continuous auditing shall be introduced in critical areas in a phased manner. 8. As per the IS Audit Policy, IS Auditor shall audit the services of all service providers to ensure that they adhere to the contracted levels of service set out in the Service Level Agreements entered into / to be entered into with the Bank. IS Audit shall audit the compliances by the service providers to various regulatory and statutory requirements to ensure that Bank is not unduly exposed to any risk on account of acts of commission / omission by them. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

5. Recruitment of Assistant General Manager – DevSecOps (Scale V):

Post	:	Assistant General Manger – DevSecOps
Qualifications	:	**Minimum qualification:** B. Tech /BE with minimum 60% marks in aggregate in all semesters / years from any university preferably in Computer Science /Information Technology or MCA from Institute / University recognized by Govt. of India or its regulatory bodies **with** Professional Certification in CI/CD tools /DevSecOps or related field certification.
Experience	:	The candidate should have an overall experience of minimum 10 years' of relevant experience in technical and business expertise should have managed technology delivery and digital platform preferably in banking domain in Scheduled Commercial Bank / Reputed IT Companies / MNCs.
Age	:	Maximum 45 years
Reporting Authority	:	The selected candidate will report to CTO / Deputy General Manager / Vertical Head handling the portfolio of Information Technology
Job Profile	:	The key responsibilities of DevSecOps Head, are as under: 1. Responsible for the set-up, maintenance and ongoing development of continuous build/integration of app and infrastructure. Creating and maintaining fully automated CI build processes for multiple environments. 2. Work closely with developers and operations teams to automate security within the CI/CD pipeline, conduct security assessments, manage vulnerabilities, and respond to security incidents. 3. Designs and develops applications software and systems including provisioning, installation/configuration, operation, and maintenance of software and infrastructure-as-code in a DevOps and/or continuous delivery environment. 4. Writing build and deployment scripts and supporting CI/CD tools integration /operations / change management, and maintenance. 5. Supporting policies, standards, guidelines, governance and related guidance for both CI/CD operations and for work of developers and Expertise in CI/CD automated workflow pipelines 6. Knowledge of source code control management, systems and configuration management and code branching/merging strategies. 7. Rich experience in the field of Business Systems and IT including experience with design, development and integration of applications, integration patterns (B2B, B2B2C, B2C) and core banking integrations. 8. Deep expertise in creation and consumption of REST and SOAP web services using open API specifications. Work like a full stack developer; hands on experience, individual contributor attitude and a driving force in the project. 9. Experience in developing applications using Java/J2EE, Spring Frameworks, Micro services. Hands-on experience UI frameworks like Angular/ React and NodeJS/ Spring Reactive Framework etc. and experience in NoSQL like MongoDB, DynamoDB etc. along-with extensive engineering experience in Building and maintaining APIs. 10. Experience with Kafka and event-based messaging platforms in Agile software product delivery and SCRUM. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

6. Recruitment of Assistant General Manager – API & Interface (Scale V):

Post	:	Assistant General Manger – API & Interface
Qualifications	:	**Minimum qualification:** B. Tech /BE with minimum 60% marks in aggregate in all semesters / years from any university preferably in Computer Science /Information

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		Technology or MCA from Institute / University recognized by Govt. of India or its regulatory bodies **with** Professional Certification in CI/CD tools /API or related field certification.
Experience	:	The candidate should have an overall experience of minimum 10 years' of relevant experience in technical and business expertise should have managed technology delivery and digital platform preferably in banking domain in Scheduled Commercial Bank / Reputed IT Companies / MNCs.
Age	:	Maximum 45 years
Reporting Authority	:	The selected candidate will report to CTO / Deputy General Manager / Vertical Head handling the portfolio of Information Technology
Job Profile	:	The key responsibilities of API and Interface Head, are as under: 1. Responsible for the set-up, maintenance, and ongoing development of continuous build/integration of app and infrastructure. 2. Deep expertise in creation and consumption of REST and SOAP web services using open API specifications. Work like a full stack developer; hands on experience, individual contributor attitude and a driving force in the project. 3. Design and implement highly interactive, scalable web apps and prototypes. Build and modify high-performance APIs and programs using Python and Web Services Call. Implement APIs based on architecture frameworks and guidelines. Prepare functional specifications and test data. 4. Lead with your technical expertise to integrate applications with all required applications, systems and services and provide clean and easy to use API. 5. Experience in developing applications using Java/J2EE, Spring Frameworks, Micro services. Hands-on experience UI frameworks like Angular/ React and NodeJS/ Spring Reactive Framework etc. and experience in NoSQL like MongoDB, DynamoDB etc. along-with extensive engineering experience in Building and maintaining APIs. 6. Knowledge of source code control management, systems and configuration management and code branching/merging strategies. 7. Design, develop, and maintain APIs to support web and mobile applications. - Collaborate with frontend and backend developers to define API requirements. Ensure API security and authentication mechanisms are robust. Monitor API performance and troubleshoot issues promptly 8. Rich experience in the field of Business Systems and IT including experience with design, development and integration of applications, integration patterns (B2B, B2B2C, B2C) and core banking integrations. 9. Experience with Kafka and event-based messaging platforms in Agile software product delivery and SCRUM. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

7. Recruitment of Assistant General Manager – Middleware (Scale V):

Post	:	Assistant General Manger – Middleware
Qualifications	:	**Minimum qualification:** B. Tech /BE with minimum 60% marks in aggregate in all semesters / years from any university preferably in Computer Science /Information Technology or MCA from Institute / University recognized by Govt. of India or its regulatory bodies **with** Professional Certification in CI/CD tools /Middleware or related field certification.
Experience	:	The candidate should have an overall experience of minimum 10 years' of relevant experience in technical and business expertise should have managed technology delivery and digital platform preferably in banking domain
Age	:	Maximum 45 years
Reporting Authority	:	The selected candidate will report to CTO / Deputy General Manager / Vertical Head handling the portfolio of Information Technology
Job Profile	:	The key responsibilities of Middleware Head, are as under: 1. Build and configure middleware components, such as message queues, application servers, ESB (Enterprise Service Bus) platforms, and API gateways, to enable seamless data exchange and interoperability. 2. Establish ESB performs transformations of data models, handles connectivity, performs message routing, converts communication protocols and potentially manages the composition of multiple requests. The ESB should make these integrations and transformations available as a service interface for reuse by new applications. 3. Work like a Middleware administrators and are responsible for **installing and configuring middleware software and its components** and manage the many

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		layers of the application. Test, troubleshoot, and modify both large and mid-range systems such as operating systems, compilers, etc. with the help of extended team. 4. Closely **work with developers to fix bugs or defects in software code** and implement software and security architecture based on bank business requirements. 5. Oversee Install and configure middleware software and Components and In-charge of managing many layers of middleware software. 6. Monitor middleware server and system performance by Maintaining detailed documentation about system configurations and settings. 7. Should have a **strong working knowledge of middleware software** as well as of **operating systems such as Unix/Linux etc.** 8. Rich experience in the field of Business Systems and IT including experience with design, development and integration of applications, integration patterns (B2B, B2B2C, B2C) and core banking integrations. 9. Good to understand project management concepts, and solid knowledge of **programming languages such as Java, C++, and Python**, and application pools and assembly redirects. 10. Troubleshooting and ability to work with different **databases** and **open-source software systems such as Git, and Kubernetes**. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

8. Recruitment of Assistant General Manager – Software (Scale V)

Post	:	Assistant General Manager – Software
Qualifications	:	B.E./ B. Tech in Computer Science/ Information Technology / MCA with minimum 60% marks in aggregate in all semesters / years from Institute / University recognized by Govt. of India or its regulatory bodies
Experience	:	The candidate should have an overall experience of minimum 10 years in Software Development, Digital Project Implementation in Scheduled Commercial Banks/ Reputed IT companies/MNCs. Preference will be given to those who have experience in IT/Digital Banking.
Age	:	Maximum 45 years
Reporting Authority	:	The selected candidate will report to Deputy General Manager / General Manager/ CTO / Vertical Head handling the portfolio of Information Technology
Job Profile	:	1. To lead and oversee the development, deployment, and maintenance of cutting-edge software solutions while driving strategic technological innovation. 2. Define the organization's technical vision and roadmap in alignment with business goals. 3. Evaluate emerging technologies and drive the adoption of tools, frameworks, and methodologies to maintain a competitive edge. 4. Drive innovation and identify opportunities for process improvement and automation. 5. Oversee the end-to-end software development lifecycle, including design, architecture, coding, testing, and deployment in agile environment. 6. Ensure the scalability, reliability and security of software systems. 7. Establish and enforce coding standards, bug fixing, Load & black box testing, best practices, and technical documentation. 8. Collaborate with the executives / teams to align technical initiatives with business strategies. 9. Translate complex technical concepts into actionable business plans. 10. Contribute to budgeting and resource allocation for technical projects. 11. Build and lead high-performing development teams by mentoring and fostering a culture of continuous learning and innovation within the team. 12. Identify and mitigate potential risks in software development and deployment. 13. Ensure compliance with industry standards, data protection regulations, and security protocols. 14. Ensure compliance with Bank's Policies and guidelines from Regulatory & Statutory bodies. 15. Capability to migrate legacy app/platform to latest software/platform and coach and mentor the team for all new tech stack. 16. Proficient in AI/ML, RPA, Internal and external cloud native applications and experience in migrating applications from on-premises to public cloud. 17. Hands on experience on front end, back end applications and tools and rich experience on deployment on Linux/Unix platform 18. Rich experience on No code / low code, SAS Software, Oracle Apex administration, Oracle & SQL databases.

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		19. Proficient and hands on experience on DevSecOps tool with exposure and experience on latest open-source tools and technologies. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

9. Recruitment of Chief Manager – Cyber Security (Scale IV):

Post	:	Chief Manager – Cyber Security
Qualifications	:	Graduation with minimum 60% aggregate in all years and Post-Graduation in Computer Science / Information technology / Electronics and Communication / Equivalent Courses related to Cyber Security from Institute / University recognized by Govt. of India or its regulatory bodies. **AND** The candidate should have one of the Following certificate: 1. CISSP (Certified Information System Security Professional) 2. CISM (Certified Information Security Manager) 3. CISA (Certified Information Security Auditor) 4. C-CISO (Certified Chief Information Security officer)
Experience	:	Relevant work experience of minimum 8 years of which 5 years should be in the core domain area of Information/ Cyber Security in Reputed IT Companies in banking field **OR** Minimum 10 years of work experience in handling IT related function in Scheduled Commercial Bank of which minimum 4 years of experience in core domain area of Information/ Cyber Security at Middle Management level & above **Desirable:** 1. Experience in implementing security improvements by assessing current situation; evaluating trends; anticipating requirements and making changes to keep the organization secure. 2. Managing Cyber Security Operation Centre (SIEM tools) and hands on experience on network security implementation and management, VAPT, and incident handling 3. Experience in BFSI sector in handling various information security related roles like Firewall Management, IPS Management, SIEM administration, Antivirus.
Age	:	Maximum 40 Years
Reporting Authority	:	The selected candidate will report to CISO/ Asst. General Manager/ Vertical Head handling the portfolio of Information Technology
Job Profile	:	1. Facilitating for RBI-CSITE IT examination. 2. Monitoring of compliances to regulatory guidelines, RBI Advisories, Digest, Cert-In / NCIIPC advisories. 3. Managing ISO Certification of the Bank. 4. Facilitating in IS Audit Observations of the Bank. 5. Submissions of timely returns to RBI as per schedule. 6. Coordinating for MISC / various InfoSec meetings and ATRs. 7. Managing ITSC/Board meetings and ATR on subject matter. 8. Managing Cyber Security Awareness Program for customers/ staff, Table Top exercises, etc. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

10. Recruitment of Chief Manager – IT Cloud Operations (Scale IV):

Post	:	Chief Manager – IT Cloud Operations
Qualifications	:	B.E./ B. Tech in Computer Science/ Information Technology/ Electronics/ Electrical & Electronics/ Electronics & Communication / MCA / M. Sc. (Computer science/ IT) with minimum 60% marks in aggregate in all semesters from Institute / University recognized by Govt. of India or its regulatory bodies**.** **Compulsory Certification:** Master's or higher level certification from VMware/ Nutanix. **Preferred:** Master or higher level certification from any reputed cloud OEM like VMware, Nutanix, AWS, GCP, Azure etc. Certification from DEVOPS/ Kubernetes/ Certification from CNCF / reputed OEM Certified Cloud Security Professional /COMPTIA Cloud+ Certification
Experience	:	The candidate should have an overall experience of minimum 8 years post basic qualification Experience in IT Industry/ BFSI or IT Vertical of an Organization as Cloud Specialist of which 5 years' experience as Cloud Administrator/ Cloud Engineer/ Cloud Specialist in Scheduled Commercial Bank / Reputed IT Companies / MNCs.

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Age	:	Maximum 40 years
Reporting Authority	:	The selected candidate will report to Asst. General Manager/ Vertical Head handling the portfolio of Information Technology
Job Profile	:	1. Hands on experience of VMware/Nutanix cloud. 2. Working experience of private, public cloud, Hybrid Cloud and Multi cloud. 3. Deep understanding of cloud-based services such as SaaS, PaaS, and IaaS. 4. Knowledge of container and Kubernetes operations. 5. Understanding of DevSecOps, Infra as code. 6. Hands on experience of virtualization. 7. Good knowledge of the functions in databases, servers, networking, and software in the cloud. 8. Ability to handle cloud security, compliance and a audit. 9. Working experience of managing IT Infrastructure. 10. Good understanding of the Windows, Linux, and Unix operating systems. • Should be well versed with scripting and CLI tools. 11. Should have experience in assessment of applications for cloud adoption and migrating applications to Private/Public Cloud under various Cloud models 12. Should have experience in capacity planning in Private/Public cloud. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

11. Recruitment of Chief Manager – IT Infrastructure (Scale IV):

Post	:	Chief Manager - IT Infrastructure
Qualifications	:	B.E./ B. Tech in Computer Science/ Information Technology/ Electronics/ Electrical & Electronics/ Electronics & Communication / MCA / M. Sc. (Computer science/ IT) with minimum 60% marks in aggregate in all semesters / years from Institute / University recognized by Govt. of India or its regulatory bodies. **Compulsory Certification:** CompTIA (Compulsory for Server+ and Any one from ITF+, A+, Network +, Cloud +) **Preferred:** • CCNA/ RHCA/ MCSA • TOGAF/ ITIL Intermediate or higher level Certification
Experience	:	The candidate should have an overall experience of minimum 8 years post basic qualification Experience in IT Industry/ BFSI or IT Vertical of an Organization as Infra Administrator in Scheduled Commercial Bank / Reputed IT Companies / MNCs.
Age	:	Maximum 40 years
Reporting Authority	:	The selected candidate will report to Asst. General Manager/ Vertical Head handling the portfolio of Information Technology
Job Profile	:	1. Developing and integrating solutions in cooperation with Infrastructure and Application project teams for solid infrastructure automation using existing industry standards, best practices and know-hows fitting it into existing infrastructure and operations framework 2. Design, Plan & Execute projects using various technology solutions. 3. Monitoring LUN utilization and assist in capacity planning, storage systems and clusters 4. Manage logs, backups and tape inventory. 5. Escalating hardware and system level problems to AMC Partners. 6. Hardening of servers as per bank policy 7. User administration, User access & activity review. 8. Infrastructure Capacity review & planning 9. Performance improvement and automation of jobs 10. Above activities in all environments of application (production, DR, development and staging The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

12. Recruitment of Chief Manager – Software (Scale IV):

Post	:	Chief Manager – Software
Qualifications	:	B.E./ B. Tech in Computer Science/ Information Technology / MCA with minimum 60% in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies.
Experience	:	The candidate should have an overall experience of minimum experience of 8 years in Software Development, Digital Project Implementation in Scheduled Commercial Banks/

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		Reputed IT companies/MNCs. Preference will be given to those who have experience in Digital Banking.
Age	:	Maximum 40 years
Reporting Authority	:	The selected candidate will report to CTO / Assistant General Manager / Vertical Head handling the portfolio of Information Technology
Job Profile	:	1. To lead and oversee the development, deployment, and maintenance of cutting-edge software solutions while driving strategic technological innovation. 2. Define the organization's technical vision and roadmap in alignment with business goals. 3. Evaluate emerging technologies and drive the adoption of tools, frameworks, and methodologies to maintain a competitive edge. 4. Drive innovation and identify opportunities for process improvement and automation. 5. Oversee the end-to-end software development lifecycle, including design, architecture, coding, testing, and deployment in agile environment. 6. Ensure the scalability, reliability and security of software systems. 7. Establish and enforce coding standards, bug fixing, Load & black box testing, best practices, and technical documentation. 8. Collaborate with the executives / teams to align technical initiatives with business strategies. 9. Translate complex technical concepts into actionable business plans. 10. Contribute to budgeting and resource allocation for technical projects. 11. Build and lead high-performing development teams by mentoring and fostering a culture of continuous learning and innovation within the team. 12. Identify and mitigate potential risks in software development and deployment. 13. Ensure compliance with industry standards, data protection regulations, and security protocols. 14. Ensure compliance with Bank's Policies and guidelines from Regulatory & Statutory bodies. 15. Capability to migrate legacy app/platform to latest software/platform and coach and mentor the team for all new tech stack. 16. Proficient in AI/ML, RPA, Internal and external cloud native applications and experience in migrating applications from on-premises to public cloud. 17. Hands on experience on front end, back end applications and tools and rich experience on deployment on Linux/Unix platform 18. Rich experience on No code / low code, SAS Software, Oracle Apex administration, Oracle & SQL databases. 19. Proficient and hands on experience on DevSecOps tool with exposure and experience on latest open-source tools and technologies. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

13. Recruitment of Senior Manager – Cyber Security (Scale III):

Post	:	Senior Manager – Cyber Security
Qualifications	:	B. Tech / B.E. in Information Technology/ Computer Science / Electronics and Communications / Electronics and Tele Communications / Electronics/ MCA/ MSC Computer Science with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies **AND** **At least one of the following certifications:** 1. CCNA SECURITY 2. CISSP 3. CISM 4. CISA 5. OSCP
Experience	:	The candidate should have an overall experience of minimum 5 years in IT of which at least 3 years' experience in managing IT & Cyber Security in large data centre/ SOC/ CSOC handling following operations: - Security Incidence Event Management (SIEM)/ Perimeter Security including security devices such as Firewalls/ NIPS/ Anti DDoS/ WAF/Application Delivery Controller (ADC)/ Network Detection and Response/ Threat Hunting/ IS Audit experience especially on application testing/ penetration testing using automated tools.

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		Desirable Skill Set: 1. Experience in implementing security improvements by assessing current situation; evaluating trends; anticipating requirements and making changes to keep the organization secure. 2. Experience in Managing Cyber Security Operation Centre (SIEM tools) and hands on experience on network security implementation and management, VAPT, and incident handling 3. Experience in BFSI sector in handling various information security related roles like Firewall Management, IPS Management, SIEM administration, Antivirus Management and experience in following. 4. Experience in BFSI sector or IT information security or Cyber Security industry in handling various information security roles including Cyber Security identifying security risks. Development plan. Firewall and IPS management. 5. Work experience in Cyber-Security Operation Center (CSOC) 6. Hands on experience on SIEM tools 7. Knowledge of best practices of Identity and Access management
Age	:	Minimum: 25 Years & Maximum: 38 Years
Reporting Authority	:	The selected candidate will report to CISO.
Job Profile	:	1. Coordination with vendor for SOC management and ensuring smooth functioning of SOC including operations of PAM, QNI, FIM, Anti APT, Honeypot, etc. 2. Oversee day-to-day security operations, including incident detection, response, and resolution. Coordinate with internal teams and external vendors to ensure timely and effective incident management. 3. Participate in Cyber Drill and Cyber-Reconnaissance exercises. 4. Review of Security Solutions: Help define and maintain the bank's security architecture, including network security, endpoint protection, identity and access management, and data encryption. 5. Evaluate emerging technologies and recommend security solutions to meet evolving threats. 6. Review of configurations of IT systems. 7. Review of SOPs, and their implementation wrt security solutions. 8. Evaluation of Cyber Frauds and other incidents. 9. Ensure compliance with relevant regulatory requirements, such as RBI guidelines, and international standards, such as ISO 27001. Coordinate and support internal and external audits of the bank's information security controls and practices. 10. Facilitation of IS Audit observations of the Bank. 11. Develop and deliver security awareness programs and training sessions for employees to promote a culture of security awareness and best practices. 12. Generate regular reports and metrics on the bank's security posture, including key performance indicators (KPIs) and key risk indicators (KRIs). Present findings to senior management and stakeholders. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

14. Recruitment of Senior Manager – Data Specialist (Scale III):

Post	:	Senior Manager – Data Specialist
Qualifications	:	**Minimum qualification:** B.E./B.Tech. in Computer Science, Information Technology with minimum 60% (55% for OBC) marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies having proficiency in SAS programming language OR various database technologies **Desirable qualification:** Certification in Oracle/MSSQL Database technologies / SAS programming language
Experience	:	The candidate should have an overall experience of minimum 5 years of post-qualification work experience in Oracle/MSSQL Database technologies / SAS programming language in Scheduled Commercial Banks/Reputed IT Companies/MNCs.
Age	:	Minimum: 25 Years & Maximum: 38 Years
Reporting Authority	:	The selected candidate will report to Chief Manager/ Vertical Head handling the portfolio of Information Technology
Job Profile	:	1. Prepare various MIS reports (internal & regulatory, Statutory reports), dashboards using internal & external data, scheduling, automation of reports. 2. Attending Change Requests for the MIS team, ensuring comprehensive requirement gathering, FSD sign-offs, and structured query storage, facilitate and actively participate in meetings for report/FSD/UAT discussions, defining logic, developing queries, storing, initial round of testing, generating the reports, and diligently pursue

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		sign-offs, regarding the development of internal MIS& External reporting, deployment of the same, & scheduling. 3. Develop dashboards, and visualizations to facilitate stakeholders' understanding and analysis of data insights. 4. MIS User management/Change management/Incident management, audit management, Analytics in collaboration with vendor, adhering to predefined timelines. 5. Attending Daily Ad-hoc requirement 6. To work on SAS platform based systems of Bank, to involve in development of programs under SAS platform, to maintain existing SAS programs of various systems of Bank 7. To implement DPDP act in Bank, by close co-ordination with IT team, IT Security team, Legal team and functional departments. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

15. Recruitment of Senior Manager – Information System Audit (Scale III):

Post	:	Senior Manager - Information System Audit
Qualifications	:	**Essential Qualifications:** B.Tech/B.E in Computer Science/ IT/MCA/M.Sc (IT) with minimum 60% (55% for OBC) marks in aggregate of all years from Institute / University recognized by Govt. of India or its regulatory bodies. **Essential Certifications:** Any one of the following 1. CISA (Certified Information Systems Auditor) 2. ISO 27001:LA 3. CEH 4. DISA (Diploma Course in Systems Security & Audit) (Certificate should be valid as on date of application) **Desirable Certifications:** CISM/ CISSP/ OSCP/ PMP
Experience	:	**Essential:** 1. Minimum 5 years of work experience in Scheduled Commercial bank /Public Sector Organization in IS Audit or IT Security domain. 2. Should have experience in conducting Information Systems Audits including VA & PT 3. Hands-on experience on various security tools used for different technical audits and should have expertise on at least one tool for vulnerability assessment and penetration testing/Source Code Review/API Security Testing. **Desirable:** 1. Good knowledge of RBI /other regulatory guidelines on IT frameworks & sensitive data protection is preferred. 2. Experience in using Audit Management tools.
Age	:	Minimum: 25 Years & Maximum: 38 Years
Reporting Authority	:	The selected candidate will report to Asst. General Manager/ Vertical Head handling the portfolio of IS Audit Cell
Job Profile	:	Information System Auditor is responsible for maintaining and enhancing the Bank's security posture. He/ She should participate in and lead audit engagements from planning to reporting and produce quality deliverables in accordance with the expectations of the organization. The Auditor should 1. Have In-depth knowledge and understanding of Information Systems and processes 2. Possess deep understanding of security and control frameworks, such as OWASP, SANS, NIST, and ISO 27001 3. Formulate and improve policies and procedures as per the latest regulatory requirements and industry best practices 4. Drive all aspects of audit execution including audit planning, control design evaluation, control effectiveness testing, documentation, drafting audit issues and verification of action plan closure 5. Audit Planning and Execution: Develop and execute audit plans, including defining objectives, scope, and methodology. 6. Lead/Conduct comprehensive audits and assessments of Information Systems 7. Monitor and evaluate the effectiveness of internal controls related to information security. Identify control gaps and recommend enhancements to strengthen the overall security posture 8. Assess the compliance of controls as appropriate to the regulatory requirements 9. Prepare clear and concise audit reports, summarizing findings, recommendations, and action plans. Present the reports effectively to the top management.

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		10. Possess the ability to evaluate technical evidence provided by internal teams, ensuring it aligns with audit objectives and industry standards 11. Stay up-to-date on industry best practices, emerging threats, and regulatory changes 12. Work closely with all departments while maintaining necessary independence 13. Recommend process improvements to enhance audit efficiency and effectiveness The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

16. Recruitment of Manager – Network & Security (Scale II):

Post	:	Manager - Network & Security
Qualifications	:	**Minimum qualification:** B. Tech / B.E. in IT (Information Technology)/ Computer Science/ Electronics and Communications/ Electronics and Tele Communications/ Electronics/ MCA/ MSc Computer Science with minimum 60% marks in the aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies.
Experience	:	The candidate should have relevant experience of minimum 3 years of post-qualification work experience in Scheduled Commercial Banks/ Reputed IT Companies.
Age	:	Minimum: 22 Years & Maximum: 35 Years
Reporting Authority	:	The selected candidate will report to Chief Manager/ Vertical Head handling the portfolio of Information Technology.
Job Profile	:	1. CISCO devices (Router, Switch & Firewall) installation, maintenance, upgrade management and administration. 2. Citrix Load balancer installation, maintenance, upgrade management and administration. 3. CISCO ACI upgrade management and administration. 4. Proactive management and maintenance of security postures of all the above components. 5. Knowledge of administration and management of AST Routers, Nexus Switches, Load Balancer. 6. CISCO Router switch and Firewall Installation, Configuration, Administration and Management. 7. Palo Alto Firewall installation, configuration, administration and management. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

17. Recruitment of Manager – Digital Channel (Scale II):

Post	:	Manager – Digital Channel
Qualifications	:	B. Tech / B.E. in IT (Information Technology)/ Computer Science/ MCA with minimum 60% marks in the aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies. **Desirable**: Certification in RPA tools like BluePrism, UIPath
Experience	:	The candidate should have relevant experience of minimum 3 years' of post-qualification work experience in Scheduled Commercial Banks / Reputed IT Companies in banking related projects.
Age	:	Minimum: 22 Years & Maximum: 35 Years
Reporting Authority	:	The selected candidate will report to Chief Manager/ Vertical Head handling the portfolio of Information Technology.
Job Profile	:	1. Implementing, supporting and maintaining cutting-edge digital banking solutions, including Mobile and Internet Banking (retail/corporate), UPI, WhatsApp Banking, Fastag, and Chatbots etc. 2. Implementing Robotic Process Automation (RPA) solutions using tools like Blue Prism, UiPath, etc., in the Bank. Expertise in process analysis, product management, and driving operational efficiency through automation. 3. Analyzing and understanding the market best practices for various digital products and device strategy for implementation of same. 4. Develop comprehensive project plans that align with the strategic goals of the digital banking department. 5. Define project scope, objectives, and deliverables in collaboration with respective teams and stakeholders. 6. Create and manage detailed project timelines, ensuring achievement of milestones. Ensure all project deliverables meet the quality standards. 7. Effectively manage relationships with vendors and service providers. 8. Ensure project meets with all regulatory compliances and banks norms. 9. Handle the operational activity of Digital Products.

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		10. Analyzing and understanding the market best practices for various digital products and device strategy for implementation of same. 11. Develop comprehensive project plans that align with the strategic goals of the digital banking department. 12. Define project scope, objectives, and deliverables in collaboration with respective teams and stakeholders. 13. Create and manage detailed project timelines, ensuring achievement of milestones. coordinate with cross functional teams including tech team and foster a collaborative and innovative environment. 14. Identify potential risk and mitigation strategies. Manage all issues promptly. 15. Update Team lead on the progress of the projects. 16. Ensure all project deliverables meet the quality standards. 17. Effectively manage relationships with vendors and service providers. 18. Ensure project meets with all regulatory compliances and banks norms. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

18. Recruitment of General Manager – Integrated Risk Management (Scale VII):

Post	:	General Manager – Integrated Risk Management
Qualifications	:	**Mandatory Qualification:** Graduation Degree with minimum 60% marks in aggregate from Institute / University recognized by Govt. of India or its regulatory bodies**, with -** a) Professional certification in Financial Risk Management from Global Association of Risk Professionals **OR** b) Professional Risk Management Certification from PRMIA Institute; **Desirable Qualification:** a) Holder of Chartered Financial Analyst Charter awarded by CFA Institute, **OR** b) Designated as Chartered Accountant by the Institute of Chartered Accountants of India, or equivalent abroad, **OR** c) Designated as a Cost and Management Accountant by the Institute of Cost Accountants of India, or equivalent abroad.
Experience	:	The candidate should have an overall experience of 15 years in Scheduled Commercial Banks, out of which minimum 7 years experience in Corporate Credit and Risk Management in Scheduled Commercial Banks. **Desirable Experience:** Good understanding of market risk and/or liquidity management and / or operational risk, with exposure to analytics being an added desirable experience.
Age	:	Maximum 55 years
Reporting Authority	:	The selected candidate will report to Executive Director handling the portfolio of IRM/ Risk Management Committee of the Board.
Job Profile	:	1. Focus on creating, designing and implementing a risk function that supports the strategic goals of the Bank. Setting the vision and strategy of the Enterprise Risk function working in conjunction with Top Management/Zonal Heads of the Bank. 2. Developing, managing, and refining qualitative and quantitative risk reporting which meets the needs of the Credit Risk Management Committee, Operational Risk Management Committee, Market Risk Management Committee, Asset Liability Committee, Risk Management Committee and Board of Directors in order to support effective decision making. Build a robust risk management framework and architecture for the Bank bringing together a number of teams (operational risk, credit risk, interest rate risk, market risk, stress testing, modeling and analytics) and managing the enterprise-wide risk. 3. Building and leading a highly collaborative and proactive risk function that is able to navigate the increasingly complex business and regulatory environment that the Bank operates in. Ensuring a system wide view and understanding of the combined risks of their business and their inter-relationships. 4. Formulating and articulating a coherent risk appetite and infrastructure. Embedding a positive culture of confident and informed risk taking through training, communication and promotion of the agreed risk framework. Responsible for compiling, assessing and reporting risk information to the top management and the Board. 5. Developing risk maps and formulating strategic action plans to help minimize, manage, and mitigate primary risks and then monitor the progress of these efforts. Creating and disseminating risk analysis reports and progress reports to different stakeholders, including employees, board members. Ensuring that risk management priorities are reflected in the company's strategic plans. 6. Formulating and implementing risk assurance strategies that are related to the transmission, storage, and use of information and data systems. Evaluating possible

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		operational risks that may arise from human error or system failures, which might disrupt or affect business processes. The CRO also develops different strategies to minimize risk exposure and designates appropriate responses for when human errors or system failures occur. 7. Measuring the organization's risk appetite, and setting the amount of risk that the organization is able and willing to take on. Developing budgets for risk-related projects and supervising their funding. Conducting risk assurance and due diligence on behalf of the organization in the events of mergers, acquisitions, and business deals. 8. Responsible for overall supervision of Risk Management function of the Bank. Overseeing the functioning of each of the Risk Management Division. Ensuring continuous improvement in the Risk Management Practices/policies of the Bank. 9. Representing the Bank at inter-bank forums like IBA, CAFRA, CORDEX or any other such forums on risk management related issues. Framing and Reviewing the Risk Management policies like Credit Risk, Operational Risk, Fraud Risk, Fund Transfer Pricing, Market Risk, Operational Risk and Asset Liability Management. Acting as the Convener of the Credit Risk Management Committee (CRMC) and Asset Liability Management Committee (ALCO). Responsible for business continuity planning framework of the Bank and is the convener of the BCP Committee. Develops and manages a comprehensive Risk Policy and ensures it is within the framework of RBI regulations and BASEL norms. Any other work entrusted by the Bank from time to time. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

19. Recruitment of Senior Manager – Risk Analytics & Risk Management (Scale III):

Post	:	Senior Manager - Risk Analytics and Risk Management
Qualifications	:	Bachelor's Degree with 60% (55% in case of SC/ST/OBC/PwBD) marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies **with** Certificate / Diploma course in risk management conducted by recognized institute. **Desirable qualification:** Courses in Data Sciences / Data analytics/ Machine Learning/SAS/Python/R
Experience	:	The candidate should have minimum experience of 5 years out of which 2 years experience should be in Predictive Modelling/ Statistical Analysis/ Data Science in Scheduled Commercial Banks. Experience in the area of Operational / Market Risk / Fraud / IT risk management / Risk analytics and related fields will be preferred.
Age	:	Minimum: 25 Years & Maximum: 38 Years
Reporting Authority	:	The selected candidate will report to Zonal Head / Vertical Head handling the respective portfolio of Risk Management
Job Profile	:	To identify, analyze, and evaluate potential risks that could negatively impact the Bank's financial standing, operations, or reputation. Their job profile includes: 1. Risk Assessment: Identifying and assessing risks that could affect the Bank. This involves studying financial data, market trends, regulatory changes, and other relevant factors. 2. Risk Mitigation Strategies: Developing and implementing strategies to mitigate identified risks. This could involve recommending changes in procedures, policies, or investments to reduce risk exposure. 3. Data Analysis: Utilizing statistical tools and software to analyze large datasets and trends, helping to predict potential risks and their impact. 4. Reporting and Communication: Presenting findings and recommendations to senior management or stakeholders, often through reports or presentations. 5. Compliance Monitoring: Ensuring that the Bank complies with regulatory requirements and internal policies related to risk management. 6. Scenario Planning: Developing and testing scenarios to prepare for potential risks and their consequences. 7. Monitoring Risk Exposure: Continuously monitoring the risk landscape and updating assessments as new information becomes available 8. Collaboration: Working closely with other departments such as FMA, Compliance & Operations to understand their risk exposure and develop coordinated risk management strategies. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

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20. Recruitment of Deputy General Manager – Company Secretary (Scale VI):

Post	:	Deputy General Manager - Company Secretary
Qualifications	:	Minimum qualification: Professional qualification of CS from the Institute of Company Secretaries of India (ICSI). Desirable Qualification: CA/CFA/CMA/Risk Management/Finance from recognized university / institution/ Board recognized by GOI.
Experience	:	The candidate should have an overall experience of minimum experience of 10 years' in Banking as an officer or any of the listed company, out of which minimum 5 years' should be in Board Secretariat/ Investor Relations. Desirable experience: Good understanding & experience of credit.
Age	:	Maximum 50 years
Reporting Authority	:	The selected candidate will directly report to General Manager / Vertical Head handling the portfolio Board Secretary / Executive Directors / MD & CEO.
Job Profile	:	1. The Board Secretary should ensure that all Agenda / Reports be provided to Members of the Board with all necessary information. A copy of previous minutes of the Board meetings as well as information & documents should be given whenever required. The board secretary should be responsible for counselling the board through the Chairman on all Governance matters. Handling of all Board related activities. 2. Knowledge of SEBI & LODR related matters. Compliance Officer of SEBI/GOI Regulations / Implementation of Prevention of insider. Timely completion of all SEBI related audits/uploading compliances on Stock Exchanges. Liaison with Stock Exchanges/ RBI/GOI/SEBI/RTA/DPs/NSDL/Consultants for all issues including e-voting etc. Stakeholder Relationship maintenance. 3. Attending to all SEBI related compliance issues/ Prohibition of Insider Trading (PIT) regulations and other policies and timely disclosure of all regulatory filings. Providing compliances support and clarifications to all departments. Conducting / coordinating meetings of the Board and its various Committees. 4. Minutes of the Committees and Board meeting to be recorded as per professional standards mandated. Complying Resolution of NSE/BSE/SEBI and attending/replying other investor related complaints. Liaison with Government of India, Bank Board Bureau / FSIB and Reserve Bank of India on various administrative matters related to the Board functioning and procedures. Stakeholder Relationship maintenance. 5. To report to the Board about compliance with the provision of the applicable Acts and Laws. To ensure constitution / re-constitution of Board Committees are done strictly as per laid down norms/customary practices. Ensuring Corporate Governance Norms of SEBI / Stock. Exchanges and ensuring Compliance with Banking laws, Nationalized Banks' Scheme, SEBI Rules/Regulations, Stock Exchange guidelines/rules, Companies Act, etc. while acting as Compliance Officer for Equity Shares, Bonds, Banker to issue and Debenture Trustee. Liaison with Authorities– SEBI, NSE, BSE, NSDL, CDSL and periodical reporting of mandated information. Raising of equity capital in consultation with Chief Financial Officer and getting the shares listed with stock exchanges. 6. Handling Annual General Meeting of shareholders. Continuous monitoring of SEBI Scores Portal for Investor Grievances to ensure that no shareholder grievance is pending and the Bank is free from shareholders' complaints. Ensure that the management makes available the agenda items within the time frame stipulated by the Board and its committees. The minutes of the meetings of committee and the Board are to be recorded as per the professional standards mandated. Ensuring adherence to the "Code of Conduct for the Board of Directors and Senior Management" approved by the Board. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

21. Recruitment of Assistant General Manager – Civil (Scale V):

Post	:	Assistant General Manager – Civil
Qualifications	:	B. Tech / B.E. in Civil Engineering with minimum 60% marks in aggregate in all semesters / years from Institute / University recognized by Govt. of India or its regulatory bodies
Experience	:	The candidate should have an overall experience of minimum 10 years of post-qualification work experience as Civil Engineer in any Offices of Central/ State Government or Union Territories/ PSU/ Reputed Companies in field of Construction. Experience in Construction of Residential & Commercial buildings, maintenance of buildings, Interior furnishing work.

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		Desirable: Experience in Preparing tender documents, Planning and Execution of Projects, Billings, etc. Purchase/ Sale of properties.
Age	:	Maximum 45 years
Reporting Authority	:	The selected candidate will report to Deputy General Manager / General Manager / Vertical Head handling the portfolio of Corporate Services Department.
Job Profile	:	1. Lead the planning, design, and execution of Bank's civil engineering projects 2. Ensure projects are completed on time, within budget, and to the required quality standards. 3. Delegate tasks and responsibilities to team members while overseeing their progress and performance. 4. Review design plans, specifications, and drawings to ensure compliance with relevant codes and standards. 5. Prepare and present technical reports, progress reports and presentations to Management. 6. Maintenance of proper record of Bank's Own properties including Land & building. All aspects related to immovable properties of the Bank. E.g. Paying Visits, Obtaining Valuation, Search and related reports, etc. 7. Maintenance of lease hold/ rental premises records and its renewal. Taking up revaluation of Bank's Properties from time to time. Follow up, Compliance and documentation in respect of Bank's Owned Properties. 8. Sale of Bank's Immovable properties, Preparing notes/ policy for the same. Cases of PPE/ Legal Matters, Eviction of unauthorized tenants. 9. Matters related to purchase/ construction/ renovation of owned properties including Currency Chests. Preparation of RFPs, agreements etc. 10. Preparation of Bank's Policies such as Decor Policy, Eviction Policy and Preparation of Capital Budget, etc. 11. Procurement of Goods and Services through GeM Portal. 12. Repair Renovation of properties. 13. Taking up redevelopment of Bank's Properties and execution of projects in line with CVC guidelines. 14. Preparation of RFP/ Tender Documents for Repair/ Renovation and redevelopment of the properties. 15. To carry out the technical vetting and sanction process for all the repair and renovation works which are received from Zones. 16. To monitor and supervise various ongoing Bank's Construction projects 17. To scrutinize estimated cost and specifications of items and approval for repairs/ renovation work of all the Zones. 18. To carry out sale process of Bank's Establishment and units. 19. Assessing requirement of structural stability of Branches/ Offices/ Currency Chest/ Strong Room, etc. 20. Knowledge of CPWD estimate based on DSR. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

22. Recruitment of Chief Manager – Civil (Scale IV):

Post	:	Chief Manager – Civil
Qualifications	:	**Minimum qualification:** B. Tech / B.E. in Civil Engineering with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies.
Experience	:	The candidate should have an overall experience of minimum 8 years' of post-qualification work experience as Civil Engineer in any Offices of Central/ State Government or Union Territories/ PSU/ Reputed Companies in field of Construction. Experience in Construction of Residential & Commercial buildings, maintenance of buildings, Interior furnishing work. **Desirable:** Experience in Preparing tender documents, Planning and Execution of Projects, Billings, etc. Purchase/ Sale of properties.
Age	:	Maximum 40 years
Reporting Authority	:	The selected candidate will report to Assistant General Manager / Vertical Head handling the portfolio of Corporate Services Department.
Job Profile	:	1. Lead the planning, design, and execution of Bank's civil engineering projects 2. Ensure projects are completed on time, within budget, and to the required quality standards. 3. Delegate tasks and responsibilities to team members while overseeing their progress and performance.

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		4. Review design plans, specifications, and drawings to ensure compliance with relevant codes and standards. 5. Prepare and present technical reports, progress reports and presentations to Senior Management. 6. Maintenance of proper record of Bank's Own properties including Land & building. All aspects related to immovable properties of the Bank. E.g. Paying Visits, Obtaining Valuation, Search and related reports, etc. 7. Maintenance of lease hold/ rental premises records and its renewal. Taking up revaluation of Bank's Properties from time to time. Follow up, Compliance and documentation in respect of Bank's Owned Properties. 8. Sale of Bank's Immovable properties, Preparing notes/ policy for the same. Cases of PPE/ Legal Matters, Eviction of unauthorized tenants. 9. Matters related to purchase/ construction/ renovation of owned properties including Currency Chests. Preparation of RFPs, agreements etc. 10. Preparation of Bank's Policies such as Decor Policy, Eviction Policy and Preparation of Capital Budget, etc. 11. Procurement of Goods and Services through GeM Portal. 12. Repair Renovation of properties. 13. Taking up redevelopment of Bank's Properties and execution of projects in line with CVC guidelines. 14. Preparation of RFP/ Tender Documents for Repair/ Renovation and redevelopment of the properties. 15. To carry out the technical vetting and sanction process for all the repair and renovation works which are received from Zones. 16. To monitor and supervise various ongoing Bank's Construction projects 17. To scrutinize estimated cost and specifications of items and approval for repairs/ renovation work of all the Zones. 18. To carry out sale process of Bank's Establishment and units. 19. Assessing requirement of structural stability of Branches/ Offices/ Currency Chest/ Strong Room, etc. 20. Knowledge of CPWD estimate based on DSR. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

23. Recruitment of Manager – Electrical (Scale II):

Post	:	Manager – Electrical
Qualifications	:	B. Tech / B.E. in Electrical Engineering with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies.
Experience	:	The candidate should have an overall experience of minimum 3 years' of post-qualification work experience Electrical Engineer in any Offices of Central/ State Government or Union Territories/ PSU/ Reputed Companies in field of Construction having experience in Procurement & installation of electrical panel boards, air-conditioning, generator sets and UPS units. **Desirable:** It is desirable to have experience in Procurement & Installation Electrical panel Boards, Generator sets, UPS Units, Solar Panels, Electrical wiring in Residential & Commercial buildings, electrical maintenance of buildings, preparing tender documents etc.
Age	:	Minimum: 22 Years & Maximum: 35 Years
Reporting Authority	:	The selected candidate will report to Chief Manager/ Vertical Head handling the portfolio of Corporate Services Department.
Job Profile	:	1. Empanelment of Electrical Vendors/ floating of tenders for purchase of electrical goods, all types of office machinery & services etc. 2. Undertaking visits for electrical related works and Maintenance of Owned Office Premises & Residential flats in Pune. 3. Electrical Repairs & Maintenance of Bank's Buildings & Offices. Electrical & Energy Audit of all establishment/ units of Bank. 4. Analysis of Renovation proposals received from Zos for Electrical Work. 5. Preparation of RFPs, Agreement with Vendors. 6. AMC of Electrical Panel, Generator, Transformer, Lifts, UPS Units, Air- Conditioning units, etc. Compliance of all power supply norms as per Regulatory authority. Purchase of electrical items such as DG Set, Transformer, RMC Panels, Pumps, HVAC, UPS, Lift, Solar Panel and Other electronic items. 7. Procurement of Goods and Services through GeM Portal. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

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24. Recruitment of Manager – Civil (Scale II):

Post	:	Manager – Civil
Qualifications	:	**Minimum qualification:** B. Tech / B.E. in Civil Engineering with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies.
Experience	:	The candidate should have an overall experience of minimum 3 years of post-qualification work experience as Civil Engineer in any Offices of Central/ State Government or Union Territories/ PSU/ Reputed Companies in field of Construction. Experience in Construction of Residential & Commercial buildings, maintenance of buildings, Interior furnishing work. **Desirable:** Experience in Preparing tender documents, Planning and Execution of Projects, Billings, etc. Purchase/ Sale of properties.
Age	:	Minimum: 22 Years & Maximum: 35 Years
Reporting Authority	:	The selected candidate will report to Chief Manager/ Vertical Head handling the portfolio of Corporate Services Department.
Job Profile	:	1. Maintenance of proper record of Bank's Own properties including Land & building. All aspects related to immovable properties of the Bank. E.g. Paying Visits, Obtaining Valuation, Search and related reports, etc. 2. Maintenance of lease hold/ rental premises records and its renewal. Taking up revaluation of Bank's Properties from time to time. Follow up, Compliance and documentation in respect of Bank's Owned Properties. 3. Sale of Bank's Immovable properties, Preparing notes/ policy for the same. Cases of PPE/ Legal Matters, Eviction of unauthorized tenants. 4. Matters related to purchase/ construction/ renovation of owned properties including Currency Chests. Preparation of RFPs, agreements etc. 5. Preparation of Bank's Policies such as Decor Policy, Eviction Policy and Preparation of Capital Budget, etc. 6. Procurement of Goods and Services through GeM Portal. 7. Repair Renovation of properties. 8. Taking up redevelopment of Bank's Properties and execution of projects in line with CVC guidelines. 9. Preparation of RFP/ Tender Documents for Repair/ Renovation and redevelopment of the properties. 10. To carry out the technical vetting and sanction process for all the repair and renovation works which are received from Zones. 11. To monitor and supervise various ongoing Bank's Construction projects 12. To scrutinize estimated cost and specifications of items and approval for repairs/ renovation work of all the Zones. 13. To carry out sale process of Bank's Establishment and units. 14. Assessing requirement of structural stability of Branches/ Offices/ Currency Chest/ Strong Room, etc. 15. Knowledge of CPWD estimate based on DSR. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

25. Recruitment of Assistant General Manager – Economist (Scale V):

Post	:	Assistant General Manager - Economist
Qualifications	:	**Minimum qualification:** Ph.D. in Economics from Institute / University recognized by Govt. of India or its regulatory bodies. **Preferable:** Doctorate degree in areas of money / banking & finance / financial markets.
Experience	:	Candidate should have high level of skills in quantitative techniques and thorough knowledge of financial sector / financial market / Indian and global economies with minimum 10 years work experience as an Economist in a in Scheduled Commercial Bank, Financial Institution or other reputed Corporate / Rating Agencies / Organisations.
Age	:	Maximum 45 years
Reporting Authority	:	The selected candidate will report to the Deputy General Manager / General Manager / Vertical Head handling portfolio of Strategy.
Job Profile	:	1. Providing strategic inputs on macroeconomic and banking developments in India and global to the Top Management of the Bank. 2. Analyzing and evaluating national and international economic and financial indicators and assess their impact on various markets and asset classes. 3. Interpretation, analysis and understanding impact study of various Policies announced by the Government and banking / financial market regulatory bodies.

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		4. Providing inputs on strategy and policy of the bank based on macroeconomic developments. 5. Contributing in policy formulation, analysis and communicating to the market. 6. Periodic analysis of the business profile of the Bank for presentation to its Stakeholders, Media and Public. 7. Should possess expertise and in depth understanding of domestic and global economic scenario, macro-economic indicators, structural changes in the financial market & in the economy. 8. Understanding of Govt. economic policies, laws and regulations, fiscal and monetary policies etc which play important role in the growth of the Bank. 9. Understanding of Econometric modelling, forecasting and analysis including emerging modeling techniques like AI/ML and their practical usage. 10. Possess excellent presentation / communication skills with analytical insights into banking / economic issues. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

26. Recruitment of Chief Manager – Economist (Scale IV):

Post	:	Chief Manager – Economist
Qualifications	:	**Minimum qualification:** Post Graduation Degree in Economics with minimum 60% marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies. **Preferable:** Doctorate degree in areas of money / banking & finance / financial markets.
Experience	:	The candidate should have minimum 8 years of post-qualification work experience in Scheduled Commercial Bank/ Financial Institutions as Economist.
Age	:	Maximum 40 years
Reporting Authority	:	The selected candidate will report to Assistant General Manager / Vertical Head handling the portfolio of Strategy.
Job Profile	:	In addition to the normal functions of officer cadre employee, the officer will be responsible for 1. Providing strategic inputs on national and global economic developments and happenings. 2. Assisting in formulation of policies and providing statistical inputs for the same. 3. Compilation and interpretation of data on various financial matters. 4. Compliance of various statutory requirements Periodic analysis and presentation of business profile to all concerned. 5. Interpretation, Analysis and undertaking impact study of various Economic Policies announced by the Government, RBI and other regulatory authorities. 6. Profitability analysis and study on various aspects of the banking related Topics such as study on cost, income, NIM, products etc. 7. Be a part of Strategy and policy formulation of the Bank in various areas so as to improve competitive strength of the Bank. 8. Analyzing various business sectors and drafting comprehensive report as per the requirement of the Bank. 9. Analysis and Presentation on Bank's Business/policy to various stake holders. 10. Any other work allotted by the higher authority. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

27. Recruitment of Assistant General Manager – Treasury (Scale V):

Post	:	Assistant General Manager - Treasury
Qualifications	:	Post-Graduation with a specialization in Finance / International Business from Institute / University recognized by Govt. of India or its regulatory bodies or Chartered Accountant or Chartered Financial Analyst (CFA) **With** Professional certifications in Certified Treasury Professional (CTP) / Certification in Forex Management (CFM) or any equivalent Certification from any recognized institute.
Experience	:	The candidate should have an overall experience of 10 years as an officer out of which 5 years experience in Forex & Treasury in any Scheduled Commercial Bank in front/back office of Domestic Treasury Department with knowledge of all relevant regulatory requirements/ guidelines and internal policies.
Age	:	Maximum 45 years

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Reporting Authority	:	The selected candidate will report to Deputy General Manager / General Manager/ Vertical Head handling the portfolio of TIBD.
Job Profile	:	The job profile will include a range of responsibilities and requires a combination of financial expertise, strategic thinking, and leadership skills. The key roles are as under: 1. Ensuring smooth back office operations, Compliances of RBI, NSE, BSE and CCIL etc. and timely submission of all returns/ statements 2. Overseeing day-to-day treasury operations including liquidity management, regulatory compliance of CRR and SLR 3. Efficient handling of financial transactions and adherence to treasury policies of regulator and Bank 4. Conducting risk assessments related to domestic treasury and developing strategies to mitigate risks effectively 5. Conversant with all regulatory guidelines related to FEMA / Foreign Exchange Operations. Well versed with International Trade Finance related to Export / Import etc. Sound knowledge of Capital account transactions. Capable of handling customer queries and providing guidelines related to retail remittance, ODI / FDI/ FEMA etc. 6. Compliance of all statutory and regulatory requirements pertaining to forex business. All other functions entrusted by the Banks from time to time related for forex business. 7. Co-ordination with forex branches of the Bank and international Banking Division 8. Monitoring of EDPMS/IDPMS of the forex branches. 9. Monitoring changes in regulatory landscape and implementing necessary adjustments to business practices. 10. Tracking financial performance metrics such as trading volumes, profitability, and risk-adjusted returns and analyzing performance reports and making strategic adjustments to optimize results. 11. To understand and analyze domestic market conditions, economic indicators, geopolitical events impacting Indian markets. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

28. Recruitment of Senior Manager – Forex (Scale III):

Post	:	Senior Manager – Forex
Qualifications	:	**Minimum qualification:** Graduation with minimum 60% (55% for SC, OBC) marks in aggregate from Institute / University recognized by Govt. of India or its regulatory bodies **AND** Full time MBA (Minimum 2 Years) / PGDBA / PGDBM/ PGPM/ PGDM with Specialization in Finance / International Business/Trade Finance from a University / Institution/Board recognized by Govt. of India/approved by Govt. Regulatory bodies **With** Foreign Exchange / Trade finance as one of the subject or Certification in Foreign Exchange / Trade Finance from IIBF.
Experience	:	The candidate should have an overall experience of minimum 5 years of work experience in Forex, Trade Finance with any Scheduled Commercial Bank / Financial Institutions.
Age	:	Minimum: 25 Years & Maximum: 38 Years
Reporting Authority	:	The selected candidate will report to Branch Manager / Vertical Head handling the portfolio
Job Profile	:	1. Responsible for Trade Finance in forex on behalf of clients to achieve Win-Win Situation for the Bank & Corporate, actively trade and quote to Banks, Develop & model trading strategies for the corporate clients to mitigate the risk of the Forex exposure. 2. To comply with the various RBI guidelines on FEMA, Trade control regulations, FEDAI rules and UCPDC guidelines. To apply correct rates of exchange for various FEX transactions. For this purpose, the officer should keep the daily / weekly circulars / rate schedules issued in custody. 3. To ensure routing all FEX transactions through CBS Module/ Menu, to ensure maintenance of accounts, registers, books, etc. relating to foreign business, Issue and encashment of foreign travelers cheques, foreign currency and drafts. Proper follow up of PC accounts, overdue export bills and all other loans and advances coming under his control and shall maintain a Due Date Register for this purpose. To assist the Branch Manager in issue of LCs, after ensuring compliance of all sanctioned terms and conditions. To recover commission, brokerage, commitment charges and other charges for all Forex transactions handled. 4. To ensure receipt, accounting, maintenance and advising of inward and outward remittances through system issuing various certificates to the customers, proper and timely compilation and submission of all control and statistical returns to RBI / ECGC/ HO / Zonal Office including those relating to payment of ECGC guarantee fee, proper

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		custody of test key, foreign travelers cheques, specimen signature of correspondents, foreign drafts etc. 5. To ensure that transfer of funds to Treasury Branch arising out of purchase / sale of FEX should be through FEX Holding account only. 6. To ensure that the borrower should not have been placed under Exporters Caution List of RBI or Specific Approval List of ECGC or Country with which the exporter wants to deal should not be under Restricted Cover Countries (RCC). 7. Conversant with all regulatory guidelines related to FEMA / Foreign Exchange Operations. Well versed with International Trade Finance related to Export / Import etc. Sound knowledge of Capital account transactions. Capable of handling customer queries and providing guidelines related to retail remittance, ODI / FDI/ FEMA etc. 8. Compliance of all statutory and regulatory requirements pertaining to forex business. All other functions entrusted by the Banks from time to time related for forex business. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

29. Recruitment of Manager – Forex (Scale II):

Post	:	Manager – Forex
Qualifications	:	**Minimum qualification:** Graduation with minimum 60% (55% for OBC) marks in aggregate from Institute / University recognized by Govt. of India or its regulatory bodies and certification in Foreign Exchange / Trade finance from recognized institute **Desirable qualification:** MBA (or equivalent PG Degree / Diploma) in Finance / International Business / Trade Finance CA / CFA
Experience	:	The candidate should have minimum work experience 3 years in Forex / Trade Finance in any Scheduled Commercial Bank.
Age	:	Minimum: 22 Years & Maximum: 35 Years
Reporting Authority	:	The selected candidate will report to Branch Manager/ Vertical Head handling the portfolio.
Job Profile	:	1. Responsible for Trade Finance in forex on behalf of clients to achieve Win-Win Situation for the Bank & Corporate, actively trade and quote to Banks, Develop & model trading strategies for the corporate clients to mitigate the risk of the Forex exposure. 2. To comply with the various RBI guidelines on FEMA, Trade control regulations, FEDAI rules and UCPDC guidelines. To apply correct rates of exchange for various FEX transactions. For this purpose, the officer should keep the daily / weekly circulars / rate schedules issued in custody. 3. To ensure routing all FEX transactions through CBS Module/ Menu, to ensure maintenance of accounts, registers, books, etc. relating to foreign business, Issue and encashment of foreign travelers cheques, foreign currency and drafts. Proper follow up of PC accounts, overdue export bills and all other loans and advances coming under his control and shall maintain a Due Date Register for this purpose. To assist the Branch Manager in issue of LCs, after ensuring compliance of all sanctioned terms and conditions. To recover commission, brokerage, commitment charges and other charges for all Forex transactions handled. 4. To ensure receipt, accounting, maintenance and advising of inward and outward remittances through system issuing various certificates to the customers, proper and timely compilation and submission of all control and statistical returns to RBI / ECGC/ HO / Zonal Office including those relating to payment of ECGC guarantee fee, proper custody of test key, foreign travelers cheques, specimen signature of correspondents, foreign drafts etc. 5. To ensure that transfer of funds to Treasury Branch arising out of purchase / sale of FEX should be through FEX Holding account only. 6. To ensure that the borrower should not have been placed under Exporters Caution List of RBI or Specific Approval List of ECGC or Country with which the exporter wants to deal should not be under Restricted Cover Countries (RCC) 7. Conversant with all regulatory guidelines related to FEMA / Foreign Exchange Operations. Well versed with International Trade Finance related to Export / Import etc. Sound knowledge of Capital account transactions. Capable of handling customer queries and providing guidelines related to retail remittance, ODI / FDI/ FEMA etc. 8. Compliance of all statutory and regulatory requirements pertaining to forex business. All other functions entrusted by the Banks from time to time related for forex business.

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		The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

30. Recruitment of Assistant General Manager – Employee Resource Planning & Career Development (Scale V):

Post	:	Assistant General Manager – ERP & Career Development
Qualifications	:	Graduation with minimum 60% in aggregate **AND** Two Years Full Time Post Graduate Degree in Personnel Management / Industrial Relations/ HR / HRD/ Social Work / Labour Laws from Institute / University recognized by Govt. of India or its regulatory bodies.
Experience	:	The candidate should have an overall experience of minimum 10 years of post-qualification experience in Human Resources, with a focus on employee resource planning, talent management, career development, or organizational development in Scheduled Commercial Banks/ MNCs.
Age	:	Maximum 45 Years
Reporting Authority	:	The selected candidate will report to General Manager handling the portfolio of HRM Department
Job Profile	:	1. Develop and oversee workforce planning strategies, Analyze and forecast staffing needs 2. Identifying critical skill gaps, and implementing succession planning strategies to maintain a stable talent pipeline 3. Design and implement career development frameworks, including structured career paths, promotion criteria, and growth opportunities, to support employee retention and motivation 4. Collaborate with HR teams to create learning and development programs, focusing on skill enhancement, leadership development, and succession planning 5. Develop employee engagement initiatives to support a positive work culture and drive career growth 6. Lead the performance appraisal process and continuously improve it to ensure that it aligns with career development goals and the bank's strategic objectives. 7. Leverage HR analytics to monitor workforce metrics, identify trends in talent mobility, and make data-informed decisions for employee resource planning. 8. Develop and implement HR policies for employee resource planning and career development, ensuring compliance with labor laws and industry standards. 9. Ensure policies are up to date and align with the bank's strategic HR goals, especially around diversity, equity, and inclusion (DEI) initiatives. 10. Oversee the integration of employee resource planning and career development functionalities within the bank's ERP system. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

31. Recruitment of Assistant General Manager – Public Relations (Scale V):

Post	:	Assistant General Manager – Public Relations
Qualifications	:	Graduation with minimum 60% marks in aggregate **AND** Two Years Full time MBA/ MMS / PGDBA / PGDBM / PGPM/ PGDM with specialization in Marketing of all years from Institute / University recognized by Govt. of India or its regulatory bodies.
Experience	:	The candidate should have an overall experience of minimum 10 years' experience in Scheduled Commercial Banks/ Financial Institutions as a Marketing Officer / Personal Relations Officer. Preference will be given to those who are handling work related to market analysis / industry analysis / Media interaction in banking field.
Age	:	Maximum 45 Years
Reporting Authority	:	The selected candidate will directly report to Deputy General Manager / General Manager handling the portfolio of Planning and Marketing Department
Job Profile	:	1. Coordinating all public relations activities, maintain good relationships with media houses etc. Leverage existing media relationships and cultivate new contacts within media. Manage media inquiries and interviews. 2. Develop and manage relationships with key analysts, institutional investors and shareholders; oversee & manage quarterly earnings calls. Developing overall investor relations Information Pack - Presentations / Factsheets, as well as supporting collateral materials necessary for use with the investment community. 3. Create content for press releases, articles, and keynote Presentations, develop and produce high quality, informative, press kits, and related materials. Communicate quarterly results to the Press, develop public relations strategies for current and existing products, launches and promotions.

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		4. Serve as the public interface of the bank in interviews and press conferences. Crisis Management related to communications in coordination with Marketing & Publicity department. Act as one of several spokespersons for the institution to introduce position and market the institution to new institutional and retail shareholders. 5. Providing strategic inputs on national and global economic developments and happenings; Providing inputs on various economic and financial developments to the management and to contribute for formulation of strategy and policy; Supporting treasury and management on macroeconomic outlook; Assisting in formulation of policies and providing statistical inputs for the same. Maintain an active investor relations section on the company website. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

32. Recruitment of Assistant General Manager – Security (Scale V):

Post	:	Assistant General Manager – Security
Qualifications	:	Graduation in any discipline from Institute / University recognized by Govt. of India or its regulatory bodies
Experience	:	a. Colonel and above in Army or person of equivalent rank in Navy / Air Force **OR** b. A Police Officer in the rank of Deputy Inspector General (DIG) or equivalent rank in a para-military service **OR** c. A Security Officer in a public sector banks in Scale IV & above with at least 10 years' service in Security Department.
Age	:	Maximum 52 years
Reporting Authority	:	The selected candidate will directly report to General Manager / Vertical Head holding the portfolio of Security Department.
Job Profile	:	1. To advise top management on security issues and formulate security policy of the Bank. To work under the general supervision, direction and control of the top management. To plan the strategy for security of and help the bank management to maintain it in a state of high efficiency. Also to monitor the training and morale of the bank security staff. 2. To keep himself up to date of developments affecting physical security of the bank, collecting intelligence data so as to keep him informed of internal and external developments on matters affecting the security of the Bank. To take all steps necessary for formulating a security policy for the Bank in accordance with the guidelines issued by the Government and the RBI from time to time. Issue specific instructions, covering aspects such as code of conduct for security staff, training in weaponry, checking of arms and ammunition, right of self – defense, occasions when shooting can be resorted to. 3. To direct, guide, coordinate and monitor the functioning of security officers and other security personnel of the bank at a high level of efficiency, training, and morale. To make suitable plans and project requirement of security officers and other security personnel and new security equipment and phasing out of any vintage equipment to ensure that the bank security remains updated and there are no gaps whatsoever. 4. To maintain close liaison with the Policy and Other Central / State Government authorities, Fire Brigade and other local functionaries, so as to secure their co-operation and co-ordination. To prepare annual budget estimates of the security for the Bank. To evolve strategy and decide upon the sources from where the security staff may be recruited or outsourced. 5. To prepare an annual security action plan for the Bank, get it approved by the Top Management and monitor its implementation. Similarly, to monitor preparation of a security profile for each branch, indicating its weaknesses and strengths and also the steps necessary for improving the security aspects. 6. Monitoring Security and Fire Safety of the Bank, Liaising with Police & other security Officials, Training Armed Guards etc. Work related to development and security arrangements in case of need and allied activities. Notwithstanding the above, any developmental work assigned to him/her based on administrative requirement of the Bank for business growth and development. To assist in preparation of Business Continuity Plan (BCP) plan for the Bank. To introduce appropriate records and documents necessary for efficient security system. 7. To issue guidelines pertaining to various security contingencies such as fire, various forms thefts including burglary, robbery, abduction, wrongful conferment, murder, assault, etc. in the Bank premises or affecting bank staff while on duty outside. To formulate measure for inculcating security consciousness amongst bank staff by coordinating with the bank's training staff. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

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33. Recruitment of Chief Manager – Credit (Scale IV):

Post	:	Chief Manager – Credit
Qualifications	:	**Minimum qualification:** Graduation with minimum 60% (55% for SC/OBC) marks in aggregate in all years and professional qualification of CA/CMA/CFA from recognized institute/board. Or Post Graduate Degree in Banking/ Finance/ credit from Institute / University recognized by Govt. of India or its regulatory bodies
Experience	:	The candidate should have an overall experience of minimum 8 years' experience in processing of Credit Commercial/ Project Finance/ Mid & Large Credit in Scheduled Commercial Bank. **OR** Professional qualification of CA/ CMA/ CFA with 5 years' experience in processing of Credit Commercial/ Project Finance/ Mid & Large Credit in any Scheduled Commercial Bank.
Age	:	Maximum 40 years
Reporting Authority	:	The selected candidate will report to Zonal Manager/ Vertical Head handling the portfolio of Credit.
Job Profile	:	1. To provide risk assessment, risk quantification and risk mitigating strategies related to large project finance/large term loan proposals to top management. Pro-actively assess the main risks and propose mitigants at the deal initiation stage. To appraise financial spreadsheets and projections. 2. To have excellent understanding of major industries like Power (renewable energy), Road, Urban Infrastructure, Port, Airport etc. and have good understanding of key factors critical to that industry. 3. To convey a clear opinion regarding the feasibility of the proposed transaction, from a risk point of view covering business model, industry risk, structure and financial risk. Approval/recommendation of credit limits and transactions. Conduct ongoing monitoring for existing customers. 4. Conduct periodic company and plant visits in coordination with the Branch Heads. Monitoring of existing project loans/large term loans, involving inputs on industry, financial and business risk, management and transparency, peer analysis and financial analysis and reviews of quarterly project reports, conduct a periodic portfolio and concentration analysis, stress testing and suggest suitable corrective actions. 5. Provide effective and robust MIS reports for the Management to enable the management to effectively assess, measure, monitor and mitigate risk in Credit operations. Any other assignments depending on the needs of the Bank. 6. Scrutiny of duly filled application forms and documents received from branches as per checklist until Loan Management System / other digital lending platforms are made fully operationalized. 7. Conduct – CIBIL, CERSAI, RBI defaulters list and other verification / checks as per loan policy guidelines. To make a reference to the database like CRISIL research.com / Prowess of Centre for Monitoring Indian Economy (CMIE) as mentioned in the lending policy and incorporate the information on the industry/ies and peer level comparison. Obtain confidential reports / Credit reports from other Banks / agencies wherever required within 5 working days. For export proposals, Credit information reports from CIC as applicable. 8. Initiate request/ follow-up for obtaining legal search report / valuation report from empaneled advocate/valuer. Preparation of appraisal note in the prescribed formats as applicable depends on case-to-case basis. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

34. Recruitment of Senior Manager – Credit (Scale III):

Post	:	Senior Manager - Credit
Qualifications	:	Graduation with minimum 60% (55% for SC/ST/OBC/PwBD) marks in aggregate in all years / semesters from a University / Institute recognized by Government of India or its Regulatory bodies. **And** **Mandatory:** M. Com/ MBA (Full time) preferably in Banking / Finance / Banking & Finance / Forex / Credit from a University / Institute recognized by Government of India or its Regulatory Bodies / CA / CFA / ICWA/ Financial Risk Manager. **Or** In case, candidate does not possess any of the professional qualification, he/ she may apply for the post, subject to production of experience certificate of having worked in

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		Controlling Offices i.e. ZOs / ROs / Commercial / Corporate Credit department at Head Office and Zonal Office level for at least 3 Years in any Scheduled Commercial Bank.
Experience	:	The candidate should have an overall experience of minimum 5 years' post-qualification experience as an officer processing of MSME / Mid & Large Corporate proposals in Controlling Offices i.e. ZOs / ROs / Commercial / Corporate Credit Departments at Head Office and Zonal Office in any Scheduled Commercial Bank.
Age	:	Minimum: 25 Years & Maximum: 38 Years
Reporting Authority	:	The selected candidate will report to Branch Head / CPC Head / Vertical Head handling the portfolio of Credit.
Job Profile	:	1. Ensuring quick and timely appraisal of new and existing MSME / Mid / Large Corporate proposal and analysis of Balance Sheet / Appraisal / Assessment of Credit Proposal, Credit monitoring & follow-up. 2. Adhering to Turn-Around-Time (TAT) for processing New / Existing proposals and ensuring Balance Sheet considered for the proposals are the same as filed with ROCs. 3. Timely completion of Review/ Renewals of existing proposal, including Credit Risk assessment in proposals. Obtaining data/information from customers for assessment and processing of the proposal. Interacting with key officials in the borrowing units for obtaining data/statements etc. 4. Analysis & appraisal of credit proposal including adhoc facilities / restructuring / any other type of business or general proposals pertaining to the unit. Rectifying irregularities pertaining to pre-sanction, which is pointed out in various Credit Audit reports. 5. Obtain and verify the legal search reports / valuation reports of properties offered as Primary/Collateral securities. ROC search at each sanction of the limits to the Unit. Arranging for compilation / updation of opinion reports and CIRs. 6. Ensuring compliance of KYC norms, Updation of periodical due diligence reports as per RBI guidelines. Undertaking pre and post sanction visits. Analysis of FFR and other Financial Statements putting and taking-up issues / observations recorded with the company. Arranging for Credit reports of external agencies and their scrutiny, wherever required. Obtaining external credit rating of the customers. 7. Carrying out of Due diligence on credit proposal assigned. Monitoring of outstanding issues / non-compliances with terms of sanction in pre-sanction areas for each company and its updation on resolution of the issues involved to the higher authorities. 8. Build appropriate structures along with the cash flow analysis to aid in distribution of existing loans. Track the global interest rate and FX spot and derivatives markets for creation of sophisticated debt structures. 9. Supporting Branch Managers/ various verticals at HO/ Zonal Office Level in canvassing New to Bank Corporate Borrowers. Cross Selling of Ancillary Business. Monitoring of MSME / Corporate Accounts and ensuring Compliances in Corporate accounts. 10. Any other job / task relating to dispensation or administration of credit or any other specific task of any nature arising out of business or administrative exigencies or even otherwise under instructions of Competent Authority. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

35. Recruitment of Manager – Credit (Scale II):

Post	:	Manager - Credit
Qualifications	:	Graduation with minimum 60% (55% for SC/ST/OBC/PwBD) marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies. **And Mandatory:** M. Com / MBA (Full time) preferably in Banking / Finance / Banking & Finance / Forex / Credit from a University / Institute recognized by Government of India or its Regulatory Bodies / CA / CFA / ICWA/ Financial Risk Manager. **Or** In case candidate does not possess any of the professional qualification, he/ she may apply for the post, subject to production of experience certificate of having worked in Controlling Offices i.e. ZOs / ROs / Commercial / Corporate Credit Departments at Head Office and Zonal Office level for at least 2 Years in Scheduled Commercial Banks.
Experience	:	The candidate should have an overall experience of minimum 3 years' post-qualification experience in processing of MSME / Mid & Large Corporate proposals in Controlling Offices i.e. ZOs / ROs / Commercial / Corporate Credit Departments at Head Office and Zonal Office in any Scheduled Commercial Bank.
Age	:	Minimum: 22 Years & Maximum: 35 Years

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Reporting Authority	:	The selected candidate will report to Branch Head / CPC Head / Vertical Head handling the portfolio of Credit.
Job Profile	:	1. Ensuring quick and timely appraisal of new and existing MSME / Mid / Large Corporate proposal and analysis of Balance Sheet / Appraisal / Assessment of Credit Proposal, Credit monitoring & follow-up. 2. Adhering to Turn-Around-Time (TAT) for processing New / Existing proposals and ensuring Balance Sheet considered for the proposals are the same as filed with ROCs. 3. Timely completion of Review/ Renewals of existing proposal, including Credit Risk assessment in proposals. Obtaining data/information from customers for assessment and processing of the proposal. 4. Analysis & appraisal of credit proposal including adhoc facilities / restructuring / any other type of business or general proposals pertaining to the unit. Rectifying irregularities pertaining to pre-sanction, which is pointed out in various Credit Audit reports. 5. Obtain and verify the legal search reports / valuation reports of properties offered as Primary/Collateral securities. ROC search at each sanction of the limits to the Unit. Arranging for compilation / updation of opinion reports and CIRs. 6. Ensuring compliance of KYC norms, Updation of periodical due diligence reports as per RBI guidelines. Analysis of FFR and other Financial Statements putting and taking-up issues / observations recorded with the company. 7. Arranging for Credit reports of external agencies and their scrutiny, wherever required. Obtaining external credit rating of the customers. 8. Carrying out of Due diligence on credit proposal assigned. Supporting Branch Managers/ various verticals at HO/ Zonal Office Level in canvassing New to Bank Corporate Borrowers. 9. Cross - Selling of Ancillary Business. Monitoring of MSME / Corporate Accounts and ensuring Compliances in Corporate accounts. Market Intelligence or Market Due Diligence. Any other job / task relating to dispensation or administration of credit or any other specific task of any nature arising out of business or administrative exigencies or even otherwise under instructions of Competent Authority. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

36. Recruitment of Chief Manager – Chartered Accountant (Scale IV):

Post	:	Chief Manager - Chartered Accountant
Qualifications	:	**Essential:** Should have passed final exam conducted by ICAI and enrolled as member of the Institute of Chartered Accountants of India. **Desirable:** Post Graduation in Management with specialization in finance / CWA / Dip-IFR by ACCA.
Experience	:	Minimum 8 Years of post-qualification experience (on continuous basis) in handling as well as supervising taxation matters / finalization of Balance Sheet / Ind-AS reporting etc. at Head Office level of any Scheduled Commercial Bank.
Age	:	Maximum 40 Years
Reporting Authority	:	The selected candidate will report to Assistant General Manager / Vertical Head handling the portfolio of Accounts Department
Job Profile	:	1. Income Tax, TDS & GST related compliances including appeals. 2. Implementation / reporting of Ind-AS statement & other related requirements. 3. Preparation of Financial Statements, Handling audit & capital raising activities, extraction of data/ information required for reporting / filing with authorities/ regulator, based on financial statements. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

37. Recruitment of Senior Manager – Chartered Accountant (Scale III):

Post	:	Senior Manager - Chartered Accountant
Qualifications	:	**Essential:** Should have passed final exam conducted by ICAI and enrolled as member of the Institute of Chartered Accountants of India. **Desirable:** Post-Graduation in Management with specialization in finance / CWA.
Experience	:	The candidate should have an overall experience of minimum 5 Years of post-qualification experience (on continuous basis) in handling taxation matters / finalization of Balance Sheet and related matters / Ind-AS reporting etc.

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		Preference will be given for work experience in Scheduled Commercial Banks.
Age	:	Minimum: 25 Years & Maximum: 38 Years
Reporting Authority	:	The selected candidate will report to Chief Manager/ Vertical Head handling the portfolio of Accounts Department
Job Profile	:	1. Income Tax, TDS & GST related compliances including appeals. 2. Implementation / reporting of Ind-AS statement & other related requirements. 3. Preparation of Financial Statements, Handling audit & capital raising activities, extraction of data/ information required for reporting / filing with authorities/ regulator, based on financial statements. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

38. Recruitment of Senior Manager – Anti Money Laundering & CFT (Scale III):

Post	:	Senior Manager – Anti-Money Laundering & CFT
Qualifications	:	Graduation with minimum 60% (55% for OBC) marks in aggregate in all years from Institute / University recognized by Govt. of India or its regulatory bodies **AND** Certification course of AML/CFT from recognized institution (ICAI / IIBF / NISM / CAMS etc.) **Desirable:** Post Graduation in MBA Finance or Graduation in Law
Experience	:	The candidate should have an overall experience of 5 years' out of which minimum 2 years' experience should be in AML Cell at any Scheduled Commercial Bank
Age	:	Minimum: 25 Years & Maximum: 38 Years
Reporting Authority	:	The selected candidate will report to Asst. General Manager/ Vertical Head handling the portfolio of AML Cell
Job Profile	:	1. Scrutiny of AML alerts with all relevant data of customer's KYC, financial documents and accounts, etc. 2. Scrutiny, filing and uploading of regulatory reports i.e. CTR, CBWTR, NTR, CCR etc. to FIU-IND Fingate 2.0 3. Responses to law enforcement agencies queries 4. Timely scrutiny, preparation and filling of STRs etc. 5. Maintaining records of transactions, client and beneficial owner identities, account files and business correspondence for stipulated period as per Act. 6. Correspondence with other departments of HO, Zones and Branches for implementation of PMLA guidelines. 7. Compliance of all irregularities reported in various audits / inspections by Regulator or internal team 8. Training of field staff for up-to-date knowledge sharing as per changes in PMLA guidelines. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

39. Recruitment of Manager – Architect (Scale II):

Post	:	Manager – Architect
Qualifications	:	**Minimum qualification:** Full Time Bachelor's Degree in Architecture (B.Arch.) with minimum 60% marks in aggregate in all years/ semesters from a University/ Institute recognized by Government of India or its Regulatory Bodies. **AND** Candidate must have valid registration of Council of Architecture.
Experience	:	The candidate should have an overall experience of minimum 3 years of post-qualification work experience as Architect in any Offices of Central/ State Government or Union Territories/ PSU/ Reputed Companies in field of Construction. Having experience in Construction of Residential & Commercial buildings, maintenance of buildings, Preparation of Estimate, Drawings and Specifications, Interior furnishing work, having sufficient knowledge and experience of preparing 2D and 3D Drawings in Auto CAD and Sketch-Up. **Desirable:** Experience in Planning and Execution of Projects, Billings, Preparation of Tenders.
Age	:	Minimum: 22 Years & Maximum: 35 Years
Reporting Authority	:	The selected candidate will report to Chief Manager/ Vertical Head handling the portfolio of Corporate Services Department.
Job Profile	:	1. Preparation of 2D and 3D drawings in Auto CAD and Sketch-Up 2. Preparation of Estimate and Specifications for Construction/ Renovation/ Furnishing Works. 3. Coordinating with Civil and Electrical Engineers for various projects. 4. Knowledge of Prevailing Market rates/ DSR.

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		5. Preparation of Bank's Policies- Such as Decor Policy, Branch Layout Policy, etc. 6. Repair Renovation of properties. 7. Taking up redevelopment of Bank's Properties and execution of projects in line with CVC guidelines. 8. Preparation of RFP/ Tender Documents for Furnishing/ New Constructions/ Repair/ Renovation and Redevelopment of the properties. 9. To scrutinize estimated cost and specifications of all proposals for furnishing, new construction, repair and renovation works which are received from Zones. 10. To monitor and supervise various ongoing Bank's Construction projects. The above roles & responsibilities are indicative and Bank at its own discretion may assign KRAs or other roles as per business need.

A. Note:

1. The above number of vacancies are provisional and may vary according to actual requirement of the Bank, subject to availability of suitable candidates.

2. The candidates belonging to reserved category for which no reservation has been announced are free to apply for vacancies announced for unreserved categories. However, they must fulfil all the eligibility conditions of unreserved category.

3. The selected candidates will be posted anywhere in India, depending on the requirement of the Bank. The job role / description is only indicative and not exhaustive; applicants must fulfil their duties in accordance with the tasks that are assigned to them.

4. **The cut- off date for Eligibility Criteria (Age, Qualification, Work Experience) and other details is 31.12.2024.**

5. **Candidate must ensure continuity in service. If gap in service is revealed in later stages, then candidature will be cancelled.**

6. Before applying, candidates are requested to ensure that they fulfill the eligibility criteria for the post as on the date of eligibility. **Incomplete application forms are liable for rejection.**

7. Candidates are advised to check Bank's website regularly for details and updates. No separate intimation / advertisement etc. will be issued in case of any change / update.

8. Vacancies reserved for OBC category are available only to the 'Non-creamy layer' OBC candidates. 'Creamy layer' OBC candidates should indicate their category as 'General'. Vacancies for PwBD category candidates are reserved horizontally. @ PWBD categories under clauses 'd' & 'e' of Section 34(i) of RPWD Act 2016 – (i) "Specific Learning Disability" (SLD); (ii) "Mental Illness" (MI); (iii) "Multiple Disabilities" (multiple disabilities amongst LD, VI, HI, SLD & MI).

9. Reservation for Economically Weaker Section (EWS) in recruitment is governed by Office Memorandum no. 36039/1/2019-Estt (Res) dated 31.01.2019 of Department of Personnel & Training, Ministry of Personnel, Public Grievance & Pensions, Government of India. Benefit of reservation under EWS category can be availed upon production of an 'Income and Asset Certificate' issued by a Competent Authority on the format prescribed by Government of India.

10. **Reservation for Persons with Benchmark Disabilities (PwBD):** 4% horizontal reservation has been provided to Persons with Benchmark Disabilities as per section 34 of "Rights of Persons with Disabilities Act, 2016".

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11. Candidate should be proficient in computers; good in inter-personal communication skills, analytical skills and drafting skills. The appointment of officers is on pan India basis and the selected candidates are liable to be posted anywhere in India as an Officer as per Bank's requirement. Educational degree must be from recognized University / Institute approved by Govt. of India or its regulatory bodies.

12. The date of passing eligibility examination will be the date appearing on the mark sheet or provisional certificate issued by the University/ Institute. In case the result of a particular examination is posted on the website of the University/ Institute, a certificate issued by the appropriate authority of the University/ Institute indicating the date on which the result was posted on the website will be taken as the date of passing.

13. Candidate should indicate the percentage obtained in Graduation calculated to the nearest two decimals in the online application. Where CGPA/ OGPA is awarded, the same should be converted into percentage and indicated in the 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 these norms.

14. Calculation of Percentage: The percentage marks shall be arrived at by dividing the total marks obtained by the candidate in all the subjects in all the semester(s)/ year(s) by aggregate maximum marks in all the subjects irrespective of honours /optional/ additional optional subject, if any. This will be applicable for those Universities also where Class/ Grade is decided on 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%.**

15. In case of any candidate completed the Diploma Course and directly got entry into second year / semester in degree course by getting exemption of few semesters / years then only those semesters / years marks would be considered which are part of bachelor's degree, neither diploma marks nor any exempted semesters/ years marks shall be considered for eligibility. The same shall also be applicable for other degree courses.

B. Age Limit: Relaxation in upper age limit (As on 31.12.2024):

Sr.	Category		Age relaxation
01	Scheduled Caste/ Scheduled Tribe		5 Years
02	Other Backward Classes (Non-Creamy Layer)		3 Years
03	Persons With Benchmark Disabilities (PWBD)	PwBD (SC/ ST)	15 Years
		PwBD (OBC)	13 Years
		PwBD (GEN/ EWS)	10 Years
04	Ex Servicemen, Commissioned officers including Emergency Commissioned Officers (ECOs)/ Short Service Commissioned Officers (SSCOs) who have rendered 5 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within 6 months 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.		5 Years
05	Persons affected by 1984 riots		5 Years

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C. Category: -

Please note that change of category will not be permitted at any stage after submission of online application. Candidates belonging to OBC category but coming in the 'CREAMY LAYER', are not entitled to OBC reservation and age relaxation. They should indicate their category as 'GEN' or 'GEN (OC)' or 'GEN (VI)' or GEN (HI) or GEN (ID) (as applicable).

D. Candidates with record of default in repayment of loans/ credit card dues and/ or against whose name adverse report of CIBIL or other external rating agencies is available are not eligible for appointment. Candidates against whom there is / are adverse report regarding character & antecedents, moral turpitude are not eligible to apply for the post. Candidates who have been found guilty in any departmental investigation are ineligible for the positions.

E. Career Path, Joining and Training:

1. The selected candidates, at the time of joining, will have to execute a Bond to serve the Bank for stipulated period. The Bond will be invoked by the Bank if the candidate resigns from the service of the Bank before expiry of bond period from the date of joining.

2. On joining, the selected candidates will be designated as above mentioned post and will be on probation for a period of 6 months. They will be subjected to continuous assessment during the probation period. Those candidates who qualify in the assessment as per standards determined by the Bank from time to time, will be confirmed in the Service of the Bank.

3. If any candidate fails to achieve minimum standards stipulated, his / her services may be terminated from the Bank. Bank provides immense opportunities for growth in career, including opportunities for posting in various sections. The attractive promotion policy of the Bank provides an opportunity to the meritorious and exceptionally brilliant officers to reach the Top Management Grade in a reasonably quick time.

F. Emoluments: Presently, the starting basic pay applicable is as under:

1	Scale of Pay : Scale VII	156500 – 4340/4 – 173860
2	Scale of Pay : Scale VI	140500 – 4000/4 – 156500
3	Scale of Pay : Scale V	120940 – 3360/2 – 127660 – 3680/2 – 135020
4	Scale of Pay : Scale IV	102300 – 2980/4 – 114220 – 3360/2 – 120940
5	Scale of Pay : Scale III	85920 – 2680/5 – 99320 – 2980/2 - 105280
6	Scale of Pay : Scale II	64820 – 2340/1 – 67160 – 2680/10 - 93960

The official will also be eligible for D.A, H.R.A / Lease rental, C.C.A, Medical and other allowances etc. in a Metropolitan center & perquisites as per rules in force from time to time. Allowances may vary depending upon the place of posting.

G. Confirmation:

The confirmation of newly recruited officers will be subject to satisfactory completion of stipulated probation period i.e. 6 months.

H. Probation Period & Bond:

The selected candidates will be on probation for the under-mentioned period from the date of joining the Bank. There is mandatory provision of executing a service bond by selected candidates.

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Scale	Probation Period	Bond	
		Amount Rs.	Minimum Service Period
Scale VII	6 Months	02.00 Lakh	2 Years
Scale VI	6 Months	02.00 Lakh	2 Years
Scale V	6 Months	02.00 Lakh	2 Years
Scale IV	6 Months	02.00 Lakh	2 Years
Scale III	6 Months	02.00 Lakh	2 Years
Scale II	6 Months	02.00 Lakh	2 Years

I. Nationality / Citizenship:

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 01st Jan 1962 with the intention of permanently settling in India or (v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia or Vietnam with the intention of permanently settling in India, provided that of a candidate belonging to categories (ii), (iii), (iv) & (v) above shall be a person in whose favor a certificate of eligibility has been issued by the Govt. of India.
A candidate in whose case a certificate of eligibility is necessary may be admitted to examination/Group discussions/interview conducted by the Bank, but on final selection, the offer of appointment will be given only after submitting certificate of eligibility, issued to him/her by Government of India, to the Bank.

J. Selection Procedure:

1. Selection will be through examination (if required) and personal interview / discussion. A preliminary screening of applications may be carried out by the Bank to shortlist eligible candidates with reference to candidate's qualifications, suitability / experience etc.

2. Final Selection will be on the basis of marks secured by the candidate in personal interview / discussion. The allocation of marks for personal Interview is 100. The candidate should score minimum 50 marks (45 in case of SC/ST/PwBD) to qualify in the interview. In case more than one candidate scores the cut-off marks (common marks at cut-off point), such candidates will be ranked according to their age in descending order, in the merit. Bank may change the mode of selection depending upon the number of applications received.

3. **While short listing the candidates, bank may consider additional qualification/s, greater experience and level of responsibilities handled etc. Thus, merely fulfilling minimum qualification and experience criteria would not automatically entitle a candidate for the interview and the bank as per decided criteria shall shortlist the candidates for interview and accordingly only such candidates will be allowed to participate in recruitment process.**

4. **Bank reserves the right to conduct written examination depending upon number of applications received, if deemed fit and proper.**

5. Mere eligibility / admission to Group Discussions / Interview / pass in GD/ interview does not imply that the Bank is satisfied beyond doubt about the candidate's eligibility and shall not vest any right in a candidate for selection.

6. The Bank would be free to reject the candidature of any candidate at any stage of recruitment process, if he / she is found to be ineligible and / or furnished incorrect or false information / certificates / documents or has suppressed any material facts and the fees paid by the ineligible candidates shall be forfeited. If appointed, such a candidate may be summarily removed from the services of the Bank.

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K. List of document/s to be produced at the time of interview:

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.

1. Printout of the valid Interview Call Letter.
2. Printout of the submitted application form.
3. Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authority or SSLC/ Std. X Certificate with DOB).
4. For the purpose of identification, please bring Passport /Aadhar Card/ PAN card / Voter ID / Driving License / any other Photo ID card issued by Statutory Authorities where photograph is affixed.
5. **Mark sheets / Certificates from SSC examination onwards to the highest examination passed.**
6. Certificates, as specified in the eligibility criteria.
7. Individual Semester / Year wise Mark sheets & certificates for educational qualifications including the final degree. Proper document from Board/ University for having declared the result on or before cut-off date has to be submitted.
8. Please bring a detailed specific and explicit experience certificate including details of full name, full address and telephone numbers of employers, period of experience with exact dates, designation held, nature of duties handled/ Job Profile, number of persons working under you, nature of Projects handled etc.
9. **Income and Asset Certificate** issued by competent authority, strictly in the prescribed format as stipulated by Government of India and **valid for the Year 2024-25**, in case of **EWS (Economically Weaker Sections)** category candidates.
10. Caste Certificate issued by competent authority, strictly in the prescribed format as stipulated by Government of India, in case of SC / ST / OBC (NCL) category candidates.
11. In case of candidates belonging to OBC category, candidate must produce OBC (Non-Creamy Layer) certificate **issued on or after 01.04.2024** & 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. **Caste Name mentioned in certificate should tally letter by letter with Central Government list / notification**.
12. 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.
13. Persons eligible for age relaxation under B(5) (Persons affected by 1984 riots) 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.
14. 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 in point no. 1 to 14.

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L. How to apply:

1. Applicants have to submit their applications on (www.bankofmaharashtra.in/current-openings) along with self-attested documents.
2. Last date for submission of application is 17.02.2025**.** The Candidate will not be able to submit application after the stipulated date.
3. All eligible and interested candidates should apply on or before **17.02.2025.**
4. Incomplete applications or not supported by requisite documents will be rejected.
5. Application fee/Intimation Charges to be remitted by the applicants along with the application for Recruitment is as under inclusive of GST @ 18% on application fee (**Non-Refundable):**

Sr	Category	Application Fee / Intimation Charges	GST	Total
01	UR / EWS / OBC	1000	180	1180
02	SC / ST /PwBD	100	18	118

6. Mode of Payment: - Application Fee/ Intimation Charges will be payable **Online** through payment gateway.
7. Applications once submitted will not be allowed to withdraw and fee once paid will not be refunded on any ground nor can it be held in reserve for any other examination or selection. Eligible candidate has to apply through online mode only and no other means / modes of application are acceptable.
8. Candidates are requested to apply online between **29.01.2025 and 17.02.2025.**

Particulars	Date
Last Date of Submission of Application	**17.02.2025**

M. Documents required to be uploaded while submitting online application form (Mandatory):

(a) Educational Certificates: Relevant Mark-Sheets/ Degree Certificate
   1. 10th Certificate and Mark-sheet
   2. 12th Certificate and Mark-sheet
   3. Diploma certificate together with semester / year wise marksheets, wherever applicable
   4. Graduation semester / year wise mark-sheets along with degree certificate.
   5. Post-Graduation semester / year wise mark-sheets along with degree certificate
   6. Professional Degree: - semester / year wise mark-sheets along with degree certificate
   7. Certificates: Additional certificates, as specified in the eligibility criteria

(b) Experience certificate/s.

(c) Ensure Submission of brief resume along with one of the experience letter.

Note: Non-submission of documents mentioned above as per the Post Applied, leads to rejection of candidate application.

Guidelines for Scanning and Uploading Documents online is annexed as Annexure 1.

N. General Information:

1. Candidates are advised to keep a copy of their online application form.

2. Candidates should satisfy themselves about their eligibility for the Post applied for. The Bank would conduct written exam (if required) for all the candidates applying for the posts with the

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requisite fee based on the information furnished in the online application. The bank shall determine their eligibility at the time of interview and may verify thereafter at every stage of recruitment.

3. Candidates are advised in their own interest to apply online well before the closing date and not to wait till the last date.

4. Bank of Maharashtra 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 the Bank.

5. Candidates, if selected, should submit an unconditional / clear discharge from the present employer at the time of joining the Bank, failing which the candidature shall be liable for cancellation.

6. In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.

7. The original documents regarding eligibility criteria and proof of date of birth should be produced for verification on the date of interview. **Candidate will not be allowed to attend the interview if original certificates are not produced for verification on the date of interview.**

8. Caste certificate issued by Competent Authority on the format prescribed by the Government of India will have to be submitted by the SC/ ST /OBC(NCL)/EWS candidates, if called for interview.

9. Benefit of reservation under EWS category can be availed upon production of an 'Income and Asset Certificate' issued by a Competent Authority on the format prescribed by Government of India.

10. Candidates are advised to keep their e-mail ID alive for receiving advices / communications.

11. The Job Profile / Job Role / Reporting Authority as in the advertisement is indicative and subjected to change as per administrative requirements.

12. As the records for this project will not be maintained after one year on declaration of result, the information / data regarding this project will not be available thereafter.

13. After a candidate is selected but before joining the Bank, the candidate will be required to provide details regarding criminal case(s) pending against him/her, if any. The Bank may also conduct independent verification, inter alia including verification of police records etc. The Bank reserves right to deny the appointment depending upon such disclosures and/or independent verification.

14. 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 Pune and Courts/ Tribunals/ Forums at Pune only shall have sole and exclusive jurisdiction to try any cause/ dispute. Bank reserves right to change / modify / cancel the recruitment process at any stage fully or partly on any grounds and such decision of the Bank will not be notified or intimated to the candidates.

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15. The cut-off date for Post qualification experience is as given in this notification (i.e. 31.12.2024). **Only experience after acquiring the educational qualification notified for eligibility will be considered.** The candidate must provide the proof of the claimed work experience. The experience certificate(s) for the period given in the application should be issued on the prescribed format under signatures of the Competent Authority at the Controlling Office / Head Office level of the respective employer/s, clearly stating the period, Post(s) held and nature of duties performed by the applicant. Candidate must ensure continuity in service, any Gap in service will lead to rejection of candidate's application.

    The copies of the Appointment Letters, Salary Certificates, pay slip etc. will not be accepted in lieu of Work Experience Certificate. The applicant will not be allowed to participate in the process on the basis of Appointment Letters, Salary Certificates, Pay slip etc. His / Her candidature shall be cancelled at any stage, even after his / her selection / appointment in the services of the Bank on the basis of Appointment Letters, Salary Certificates, Pay slip etc.

16. The applicants will be called for the Interview on the basis of the information provided by them in their applications **without verification of their age or qualification or category or any other eligibility criteria. The applicants must, therefore, ensure that they fulfill all the notified eligibility criteria as on the cut-off date prescribed in this notification, have possession of the requisite documents / certificates specified by the Bank, and that the particulars furnished in their Application are complete, true and correct in all respects.**

    Merely appearing in the Interview or being called by the Bank for the Interview shall not imply that the Bank is satisfied about the eligibility of the applicant. Bank may verify the eligibility of the candidates at any stage of recruitment or thereafter and reserves right to terminate the service of provisionally selected candidates if found ineligible for the post.

17. The Bank reserves the right to alter, modify or change the eligibility criteria and / or any of the other terms and conditions spelt out in this Notification.

18. Candidates should mention all the qualifications and experience in the relevant field over and above the minimum one suggested herein above and should attach attested copies of the certificates in support thereof. The Bank reserves the right to call only the requisite number of candidates for the Group discussions/Interview after preliminary screening /short listing with reference to candidate's qualifications / suitability and experience etc.

19. The Bank reserves the right to change / modify the selection procedure / hold supplementary process, if necessary. The changes, if any, shall be intimated to the candidates through Bank's website / registered e-mail in advance. When called for Group Discussions (GD) and / or Interview, candidates must bring original documents for verification. Candidates will not be allowed to participate in GD and / or Interview without production of the original documents.

20. **The candidate called for Interview will be informed through Bank's website/registered e-mail ID/SMS as per information provided by them in the application. Though bank puts maximum efforts to send the communication by e-mail/SMS, if any candidate does not receive the same due to technical or any other reasons, bank shall not be responsible for non-receipt of communication. The candidates are advised to visit Bank's website frequently for updates.**

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21. The Candidates should ensure that they fulfil all eligibility criteria. Their candidature at all the stages of recruitment process will be purely **provisional** subject to satisfying prescribed eligibility criteria mentioned in this advertisement.

22. The above number of vacancies are provisional and may vary according to actual requirement of the Bank, subject to availability of suitable candidates. The candidates belonging to reserved category for which no reserved vacancies have been announced are free to apply for vacancies announced for unreserved category. However, they must fulfil all the eligibility criteria of unreserved category.

23. If any false / incorrect information furnished by the candidate is detected at any stage of recruitment process, the candidate will be disqualified from the selection process and liable to terminate the services, if appointed.

24. If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, the candidate will be disqualified and if appointed, shall be liable for dismissal from the Bank's service without any notice or assigning any whatsoever reasons.

25. The decision of the Bank in all matters relating to recruitment shall be final and no individual correspondence will be entertained. Applications received after due date will not be entertained. **The Bank is not responsible for any technical or other reasons or delay.**

26. The recruitment in Bank of Maharashtra is done strictly as per merit in a systematic way. **Canvassing in any form will disqualify the candidate**.

27. The Bank reserves the right to cancel the Recruitment at any stage through this Advertisement fully or partly on any grounds and such decision of the Bank will not be notified or intimated to the candidates.

28. Appointment of selected candidate is subject to his/her being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the Service & Conduct Rules of the Bank.

29. The selected candidate will be on probation and after completion of active service from the date of joining, their confirmation in the Bank`s service will be decided in terms of the provision of the Bank of Maharashtra (Officers) Service Regulations.

30. Candidates applying under reserved category should submit the related certificates in the format prescribed by the Government of India. Relaxation in age will be given to the reserved category candidates as per extant guidelines of Government of India.

31. The candidates against whom any Disciplinary Action is / was initiated and minor / major punishment is / was imposed, such candidates are not eligible to apply for any post.

32. During the examination (if required), at any stage, if it is observed that the scribe is independently answering the questions or violating the guidelines, the exam session may be terminated and candidate's candidature will be cancelled. The candidature of such candidates using the services of scribe will also be cancelled if it is reported / transpired after the examination by the test administrator that the scribe independently answered the questions.

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O. Announcements:

All further announcements/ details pertaining to this process will be published/ provided only on www.bankofmaharashtra.in from time to time. No separate advertisement will be issued in this regard.

P. Disclaimer:

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/ their candidature will stand cancelled.

If any of these shortcomings is/ are detected even after appointment, his/ her/ their services are liable to be terminated. ***Decisions of bank in all matters regarding eligibility, conduct of online examination / other tests / selection would be final and binding on all candidates. No representation or correspondence will be entertained by the Bank in this regard.***

For more details, please visit bank's website (www.bankofmaharashtra.in/current-openings). Online applications for submission shall be open from **29.01.2025 to 17.02.2025.** Before applying candidates are advised to ensure that they fulfil the stipulated eligibility criteria as per the details on bank's website.

Helpdesk: In case of any problem in filling up the online application form, payment of fee / intimation charges, interview call letter contact helpdesk no. 020-25614561 & may be lodged on email *bomrpcell@mahabank.co.in* . Candidates should mention "**Bank of Maharashtra- Recruitment Project 2024-25 ~ Phase II"** in the subject of the email.

Sd/-
General Manager
HRM

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Annexure 1

Guidelines for Scanning and Uploading Documents online

1. **Photograph: (4.5cm × 3.5cm)**
   - Photograph must be a recent passport style color picture.
   - Make sure that the picture is in color, taken against a light-colored, 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 file should be between 20kb–50 kb
   - File type: jpg / jpeg
   - Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, no. of colors etc., during the process of scanning.
   - Photo uploaded should be of appropriate size and clearly visible.
2. **Signature:**
   - The applicant has to sign on white paper with Black/Blue Ink pen.
   - Dimensions 140 x 60 pixels (preferred)
   - Size of file should be between 10kb – 20kb
   - File type: jpg / jpeg
   - Ensure that the size of the scanned image is not more than 20kb
   - Signature (NOT IN CAPITAL LETTERS) uploaded should be of appropriate size and clearly visible.
3. **Hand-written declaration Image:**
   - The applicant has to write the declaration in English clearly on a white paper with black ink.
   - File type: jpg / jpeg
   - Dimensions: 800 x 400 pixels in 200 DPI (Preferred for required quality) i.e. 10 cm * 5 cm (Width * Height)
   - File Size: 50 KB – 100 KB
   - Note: The hand written declaration has to be in the candidate's hand writing and in English only. The text should NOT BE IN CAPITAL LETTERS. If it is written by anybody else and uploaded or in any other language, the application will be considered as invalid. Below the typed declaration and upload the document as per specifications.

The text for hand written declaration is as follows:

"I, _____ (Name of the candidate), hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required."

4. **Required Supporting Documents:**
   - Document must be clearly visible.
   - File type: PDF format
   - File Size: Max. 5 MB