For more job news visit : www.kpscvaani.com

State Bank of India

Central Recruitment & Promotion Department
Corporate Centre, Mumbai
Phone: 022 22820427
Email: crpd@sbi.co.in

SBI HONOURED AS OVERALL WINNER UNDER “TOP PERFORMING BANK” CATEGORY AT EASE 7.0 CITATION CEREMONY



For more job news visit : www.kpscvaani.com

RECRUITMENT OF SPECIALIST CADRE OFFICER ON REGULAR / CONTRACT BASIS (ADVERTISEMENT NO: CRPD/SCO/2025-26/05)

ONLINE REGISTRATION OF APPLICATION & PAYMENT OF FEES: FROM 11.07.2025 TO 31.07.2025

State Bank of India invites Online applications from eligible Indian citizens for appointment to the Specialist Cadre Officers Posts on Regular / Contract Basis. Candidates are requested to apply online through the link given on Bank's official website https://bank.sbi/web/careers

1. The process of Registration is complete only when fee is deposited with the Bank through online mode on or before the last date for payment of fee / last date of online registrations.
2. Before applying, candidates are requested to ensure that they fulfil the eligibility criteria for the Post(s) as on the date of eligibility.
3. Candidates are required to upload all required documents (resume, ID proof, age proof, PwBD Certificate (if applicable), educational qualification, certifications, experience, Biodata etc.) failing which their application/candidature will not be considered for shortlisting/ interview.
4. The process of Short-listing will be provisional and without verification of documents. Candidature will be subject to verification of all details/ documents with the original when a candidate reports for interview (if called).
5. In case a candidate is called for interview and is found not satisfying the eligibility criteria (Age, Educational Qualification and Experience etc.) he/ she will neither be allowed to appear for the interview nor be entitled for reimbursement of any travelling expenses.
6. Candidates are advised to check Bank's official website https://bank.sbi/web/careers/current-openings regularly for details and updates (including the list of shortlisted/ selected candidates). The Call (letter/ advice), where required, will be sent by e-mail only **(NO HARD COPY WILL BE SENT**).
7. **ALL REVISIONS/ CORRIGENDUM (IF ANY) WILL BE HOSTED ON THE BANK'S WEBSITE ONLY**.
8. In case more than one candidate scores same marks as cut-off marks in the final merit list (common marks at cut-off point), such candidates will be ranked in the merit according to their age in descending order.
9. **Hard copy of application & other documents need not to be sent to this office.**
10. **TEACHING & TRAINING EXPERIENCE WILL NOT BE COUNTED FOR ELIGIBILITY.**

I) DETAILS OF POST / VACANCY / AGE CRITERIA / REMUNERATION /PLACE OF POSTINGS / NATURE OF ENGAGEMENT / SELECTION PROCESS:

(A) NAME OF THE POST (S) : GENERAL MANAGER (IS AUDIT) : CONTRACTUAL POST

Vacancies (Contractual)		Cut-off date : Age in years (As on 30.06.2025)	Annual CTC Range**	Suggested Place of posting#	Contract Period$	Selection Procedure
UR	Total					
01	01	Min- 45 & Max-55	Upto Rs 1.00 crore	Hyderabad	5 Years	Shortlisting & Interview followed by CTC Negotiation

$ The contract period is of 5 Years. The contract can be terminated at any time, without prejudice, by giving 3 months' notice from either side or on payment/surrender of three months' compensation amount in lieu thereof. ** Annual CTC will be bifurcated into Fixed Pay & Variable pay in the ratio **85:15.**

(B) NAME OF THE POST (S) : ASSISTANT VICE PRESIDENT (IS AUDIT) : CONTRACTUAL POST

CATEGORY WISE VACANCIES							Cut-off date: Age in years as on 30/06/2025	Annual CTC Range**	Suggested place of posting #	Contract Period$	Selection Procedure
Vacancy	SC	ST	OBC	EWS	UR	TOTAL					
	2	1	3	1	7	14	Minimum- 33 Maximum-45	Upto Rs. 44 Lacs	Mumbai / Hyderabad/ Mobile Duty	3 Years	Shortlisting & Interview followed by CTC Negotiation
Total	2	1	3	1	7	14					

$ The contract period is of 3 Years, extendable for 2 more years at the discretion of the Bank. The contract can be terminated at any time, without prejudice, by giving 3 months' notice from either side or on payment/surrender of three months' compensation amount in lieu thereof.

** Annual CTC will be bifurcated into Fixed Pay & Variable pay in the ratio **85:15.**

(C) NAME OF THE POST (S) : DEPUTY MANAGER (IS AUDIT), REGULAR POST , GRADE/SCALE : MMGS-II

CATEGORY WISE VACANCIES							Cut-off date: Age in years as on 30/06/2025	Suggested place of posting #	Selection Procedure
	SC	ST	OBC	EWS	UR	TOTAL			
Regular	2	1	4	1	9	17	Minimum- 25 Maximum-35	Mumbai / Hyderabad /Mobile Duty	Shortlisting & Interview
Backlog	1	-	--	--	--	1			
Total	**3**	**1**	**4**	**1**	**9**	**18**			

ABBREVIATION: **IS**- Information Systems, **SC–**Scheduled Caste; **ST–**Scheduled Tribe; **OBC–**Other Backward Classes; **EWS**: Economically Weaker Sections; **UR –** Unreserved, **CTC** – Cost to Company.

Suggested place of posting is indicative, Bank reserves the right to post or transfer the services to any of the offices of State Bank of India in India or to depute to any of its associates/subsidiaries or any other organization depending upon the exigencies of service.

For more job news visit : www.kpscvaani.com

II) DETAILS OF EDUCATIONAL QUALIFICATION, EXPERIENCE, SKILLS, BRIEF JOB PROFILE & KEY RESPONSIBILITY AREA:

NAME OF THE POST: GENERAL MANAGER (IS AUDIT)

Education Qualifications (As on 30.06.2025)	**Basic Education Qualifications** **Essential:** B.E/B. Tech in (Computer Science/ Computer Science & Engineering/ Information Technology / Information Security/ Electronics/ Electronics & Communications Engineering/ Software Engineering or equivalent degree in above specified discipline) ***OR*** MCA or M. Tech/ M.Sc. in (Computer Science/ Computer Science & Engineering/ Information Technology/Information Security/ Electronics/ Electronic & Communications Engineering or equivalent degree in above specified discipline) from a University/ Institution/ Board recognized by Govt of India/ approved by Govt Regulatory Bodies
Other Qualifications: (As on 30.06.2025)	**Essential:** CISA, CEH, ISO 27001:LA (**All 3 certificates are Mandatory & should be Valid as on the date of Interview)** CISA issued by ISACA, USA, CEH issued by EC Council, USA & ISO 27001 Lead Auditor issued by only accredited Certification Bodies (NABCB – National Accreditation Board for Certification Bodies). **Desirable:** CISSP by ISC2, MBA from recognized institute/university. Both are optional in nature
Experience (Post Basic Education qualifications) (As on 30.06.2025)	**Essential Experience**: Minimum 15 years' experience in BFSI / IT / Information Security Consultancy on IS Audit / Cyber Security Audit, out of which minimum 10 years' experience in leadership role. **Preferred Experience**: Experience in handling Red Team exercise / VA-PT preferred. ➢ ***Training & Teaching experience will not be counted for eligibility.*** ➢ ***The experience mentioned / claimed should be supported by a suitable certificate / letter issued by the concerned employer.***
Specific Skills (Preferred)	➢ Experience in VAPT tools like Nessus, Retina, SAINT and Kali Linux and other system tools. ➢ Experience in implementing Regulatory / CERT-In advisories and guidelines in IS Audit/ Cyber Security Audit. ➢ Knowledge of Data Privacy Standards. ➢ Experience in assessing the Supply Chain Cyber Risk during vendor audit.

NAME OF THE POST: ASSISTANT VICE PRESIDENT (IS AUDIT)

BASIC QUALIFICATIONS (As on 30.06.2025)	B.E. / B.Tech. in Computer Science / Software Engineering / IT / Electronics or equivalent degree in above specified discipline) with minimum 50% score from a University / Institution / Board recognized by Govt. of India / approved by Govt. Regulatory bodies.
OTHER QUALIFICATIONS (As on 30.06.2025)	**Essential:** CISA (Certified Information Systems Auditor) by ISACA USA & ISO 27001:2022 LA by NABCB (**Both the certificates are Mandatory & should be Valid as on the date of Interview)** **Desirable:** CEH By EC Council USA / CISSP by ISC2
EXPERIENCE (Post Basic Education qualifications) (As on 30.06.2025)	**Essential:** Minimum 6 years' experience in BFSI / IT / Information Security Consultancy with 3 years experience in IS Audit / Cyber Security Audit / Information Security Consultancy. ***Training & Teaching experience will not be counted for eligibility.*** ***The experience mentioned / claimed should be supported by a suitable certificate issued by the concerned employer..***
SPECIFIC SKILLS DESIRED	Experience in VAPT tools like Nessus, Retina, SAINT and Kali Linux and other system tools.

NAME OF THE POST: DEPUTY MANAGER (IS AUDIT)

BASIC QUALIFICATIONS (AS ON 30.06.2025)	B.E. / B.Tech. in Computer Science / Software Engineering / IT / Electronics or equivalent degree in above specified discipline) with minimum 50% score from a University / Institution / Board recognized by Govt. of India / approved by Govt. Regulatory bodies.
OTHER QUALIFICATIONS (AS ON 30.06.2025)	**Essential:** CISA (Certified Information Systems Auditor) by ISACA USA (**The certificate is Mandatory & should be Valid as on the date of Interview)** **Desirable:** CEH By EC Council USA.
EXPERIENCE (Post Basic Education qualifications) (As on 30.06.2025)	**Essential:** Minimum 4 years' experience in BFSI / IT / Information Security Consultancy with 2 years experience in IS Audit / Cyber Security Audit / Information Security Consultancy. ***Training & Teaching experience will not be counted for eligibility.*** ***The experience mentioned / claimed should be supported by a suitable certificate issued by the concerned employer.***
SPECIFIC SKILLS DESIRED	Experience in VAPT tools like Nessus, Retina, SAINT and Kali Linux

For more job news visit : www.kpscvaani.com

C. DETAILS OF JOB PROFILE (DETAILED DESCRIPTION OF ROLE, RESPONSIBILITIES & FUNCTION) AND KEY RESPOSIBILITY AREA:

POST	**GENERAL MANAGER (IS AUDIT)**
Job Profile	**Roles & Responsibilities)** 1. Ensuring conduct of IS Audit, Cyber Security Audit, IS Concurrent Audit, IT Outsourced Activities Audit as a part of Audit team. 2. Periodical review of audit value statements for Information System, Cyber Security, IS Concurrent Audit & IT-Outsourced Activity Audit. 3. Ensuring availability of updated technical checklist for Network equipment's, Servers, various Operating Systems etc. for conduct of IS Audit. 4. Arranging audits to verify compliance of Bank's Information Security, IT and Cyber Security Policy, RBI guidelines and with International Best Practices. 5. Managing the Co-sourced audits by IS Audit Organisations (ISAO) as per regulatory/special requirements. 6. Ensuring maintenance of professional competence to ensure relevant and reliable information. 7. Appraising the Management and Board on security posture of Bank and recommend remedial controls. 8. Coordinating with CISO team and IT departments through periodical structured meetings. 9. Demonstrate the audit function and compliance status to RBI-IT Examination team. 10. Ensuring compliance to the regulatory and government directives, alerts and guidelines from NCIIPC, CERT-In, DFS and MeitY. 11. Implementation of Near Real Time IS Concurrent Audit at SOC Operation, ISD and for Protected assets identified by NCIIPC. 12. Creation and implementation of Audit Framework for conducting audit of AI platform/ systems . 13. Selection and implementation of audit tools for Information System audit, IS Concurrent Audit, Digital Logs and Digital Process audit. 14. Extending support and guidance for Information System Audit area in Risk Focussed Internal Audit for IT departments. 15. Review the observations and compliance status of IS Audit of branches and recommend the remedial measures. 16. Ensure automation of end-to-end process of Information System, Cyber Security, IS Concurrent Audit and IT-Outsourced Activity audits. **ACTIVITIES**: Coordinate with GM (RFIA. IT & Digital Audit) for evaluating the security posture of the IT GITC departments. **KEY INTERACTIONS**: 1. Coordinate with ISD and IT GITC departments for smooth conduct of the audit 2. Coordinate with IT-PR department, IT GITC departments for preparing and quarterly review of audit plan. **MEASURES of SUCCESS**: Improvement in compliance culture and overall risk maturity. ***Roles Responsibilities, Activities, key Interactions mentioned above are illustrative. Roles Responsibilities, Activities, key Interactions in addition to the above mentioned may be assigned by the Bank from time to time.***
KRAs for the Post	➢ Annual review of Policy and Manual for Information System Audit and Cyber Security Audit, IS Concurrent Audit and IT-Outsourced Activities Audit. ➢ Finalization of Annual Audit Plan for Information System Audit and Cyber Security Audit, IS Concurrent Audit and IT-Outsourced Activities Audit, obtain internal approvals and submit to Board. ➢ Ensure periodical submission of MIS and memoranda to Board/ Committee. ➢ On-going review of Audit Value Statements for the for-Information System Audit and Cyber Security Audit, IS Concurrent Audit and IT-Outsourced Activities Audit based on Government / regulatory guidelines. ➢ Ensure timely compliance to RBI CSITE/ RAR /RMP observations ➢ Ensure timely compliance to Board Level Strategy Meet/ CENMAC/Board meetings' observations/actionable. ➢ Compliance to Government directives / guidelines from Cert-In,DFS, MeitY ➢ Ensure completion of audits as per Annual Plan and closure of IS Audit Reports in time. ➢ Ensure quality of IS Audit Reports ➢ Quarterly structure meetings with Global IT Centre (GITC) and ISD. ➢ Upskilling of Auditors through participation in Training programmes, Conferences, Seminars and Annual Meetings. ➢ Ensure evaluation of Third-Party Risk in IT based on regulatory and Bank guidelines
Remarks: :	***KRAs shall be assigned on joining. Job Profile mentioned above are illustrative. Role/Jobs in addition to the above mentioned may be assigned by the Bank from time to time for the above posts.***

Post	**Assistant Vice President (IS AUDIT)**

For more job news visit : www.kpscvaani.com

Job Profile	**Roles and Responsibilities:** ➢ Conduct of IS Audit, Cyber Security Audit, IS Concurrent Audit, IT Outsourced Activities Audit as a part of IS Audit team. ➢ Enhancing knowledge base of IS Audit team. ➢ Prepare and update technical checklist for Network equipment's, Servers, various Operating Systems etc. for conduct of Audit. ➢ Conducting Audits to verify compliance of Bank's IS, IT and Cyber Security Policy, RBI, other regulatory guidelines and with International best practices. Maintain professional competence. Conduct Compliance Audit, Migration Audits and Special Audits. ➢ Lead the IS Concurrent Audit team. Evaluate, detect vulnerabilities and recommend remedial controls to strengthen security posture of Bank.
KRA	➢ Timely conduct of all types of audits under Information Systems Audit ➢ Follow up with auditee entities for submission of compliance reports and processing of evidence-based compliance ➢ Timely closure of Audit reports ➢ Timely submission of periodical reports to higher authorities for review ➢ Knowledge sharing with the team in conducting IS Audits and related technology upgrade ➢ Regular review and update of audit value Statements based on IS / IT/ Cyber Security Policies and Regulatory guidelines for Audit requirement

Post	**Deputy Manager (IS AUDIT)**
Job Profile	**Roles and Responsibilities:** ➢ Conduct of IS Audit, Cyber Security Audit, IS Concurrent Audit, IT Outsourced Activities Audit as a part of IS Audit team. ➢ Conducting Audits to verify compliance to Bank's IS, IT and Cyber Security Policy, RBI / other regulatory guidelines and with International best practices. ➢ Maintain professional competence. ➢ Help in detecting and plugging vulnerabilities to help strengthen security posture of Bank. ➢ Conduct Compliance Audit, Migration Audits and Special Audits. ➢ Compiling Synopsis of IS Audit Reports ➢ Follow-up with audit entities for processing evidence-based compliance and closure of audit reports. ➢ Preparation of Value Statements based on IS / IT/ Cyber Security Policies and Regulatory guidelines for Audit requirement. ➢ Improving knowledge skills and sharing of knowledge with IS Audit team.
KRA	➢ Timely conduct of all types of audits under Information Systems Audit. ➢ Follow up with auditee entities for submission of compliance reports and processing of evidence-based compliance. ➢ Timely closure of Audit reports. ➢ Timely submission of periodical reports to higher authorities for review. ➢ Knowledge sharing with the team in conducting IS Audits and related technology upgrade. ➢ Regular review and update of audit value Statements based on IS / IT/ Cyber Security Policies and Regulatory guidelines for Audit requirement.

Remarks: KRA's: KRAs shall be assigned on joining. Job Profile mentioned above are illustrative. Role/Jobs in addition to the above mentioned may be assigned by the Bank from time to time for the above posts

(E) SELECTION PROCESS: The selection will be based on Shortlisting and Interview. Thereafter, for contractual post, CTC negotiations will be held.

- **Shortlisting: Mere fulfilling minimum qualification and experience will not vest any right in candidate for being called for interview**. The shortlisting committee constituted by the Bank will decide the shortlisting parameters and thereafter, adequate number of candidates, as decided by the Bank, will be shortlisted for interview. The decision of the Bank to call the candidates for the interview shall be final. **No correspondence will be entertained in this regard.** The shortlisted candidates will be called for interview.
- **Interview:** Interview will carry 100 marks. The qualifying marks in interview will be decided by the Bank. No correspondence will be entertained in this regard.

- **CTC Negotiation**: **For the Post of GM (IS AUDIT)**, CTC negotiation will be done with the candidates in the order of Merit one by one (i.e., In case the selected candidate does not agree with the negotiated price, the name of the candidate shall be considered as *Voluntary Exit* from the recruitment exercise and next candidate in the merit list shall be called for negotiation). **For the post of AVP (IS Audit)** CTC Negotiation will be done with the candidates at the time of interview only.

- **Merit list:** Merit list for selection will be prepared in descending order on the basis of scores obtained in interview only. 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 list.

For more job news visit : www.kpscvaani.com

D. GRADE & RENUMERATION / CTC RANGE:

Sr	Name of the Post	Nature of Engagement	CTC range (Including Fixed & Variable)
1	General Manager (IS AUDIT)	Contractual	**Upto Rs 1.00 Crore** (CTC will be bifurcated into **Fixed Pay and Variable Pay in 85:15 ratio**) *Annual increment proposed from 2nd year onward can be within 7-10% of previous year's Annual CTC, based on satisfactory performance*
2.	Assistant Vice President (IS Audit)		**Upto Rs 44 Lacs** (CTC will be bifurcated into **Fixed Pay and Variable Pay in 85:15 ratio**) *Annual increment proposed from 2nd year onward can be within 7-10% of previous year's Annual CTC, based on satisfactory performance*

Variable Pay: The contractual officer shall become eligible for payment of variable pay subject to securing minimum qualifying 90% marks in the performance appraisal of the relevant period at half yearly intervals as on 31st March and 30th September subject to deduction of Income tax as per the extant Income tax rules. In case the contract ends before the completion of 6 months (from 2nd year onwards), the variable pay will be released on pro-rata basis. The variable pay structure, depending on the performance of the contractual officer will be as under:

Score in the performance Appraisal	Percentage of Variable Compensation based on achievement of scores
99 to 100%	100%
97 to 98.99 %	90%
94 to 96.99%	80%
90 to 93.99%	70%
Below 90%	NIL

CTC Negotiation, for GM (IS AUDIT): CTC Negotiation will be done with the candidates in the order of Merit one by one. i.e., In case the selected candidate does not agree with the negotiated price, the name of the candidate shall be considered as *Voluntary Exit* from the recruitment exercise and next candidate in the merit list shall be called for negotiation.

CTC Negotiation, for AVP (IS AUDIT): CTC Negotiation will be done with the candidates at the time of interview only.

REMUNERATION: Annual CTC, which is negotiable, will depend upon Experience & Current Emoluments of candidates in the present employment and place of posting. The CTC comprises 85% fixed and 15% variable pay. Annual increment in CTC is subject to satisfactory annual performance. **Any other Perks -NO**

ANNUAL INCREMENT: The Annual increment proposed from second year onwards can be up to 7-10% of annual CTC finalized at the time of Negotiation, subject to the achievement of performance appraisal score of at least 90% (Minimum score to be eligible for annual increment) with distribution of Annual increment aligned to the Fixed and variable components. (**Fixed: variable: 85:15**)

FOR REGULAR POST: DEPUTY MANAGER-IS AUDIT, MIDDLE MANAGEMENT GRADE SCALE – II

PAY SCALE/ CTC Range	REMARKS
64820-2340/1-67160-2680/10-93960	The official will be eligible for DA, HRA, CCA, Provident Fund, Contributory Pension Fund i.e., NPS, Leave Fare Concession (LFC), Medical Facility, other perquisites etc. as per rules in force from time to time.

LEAVE: The proposed Officer engaged on Contract (OEC) shall be entitled to leave of 30 days during the financial year which will be granted by Bank for genuine and appropriate reasons. For the purpose of computation of leave, intervening Sundays/ Holidays shall not be included. Other terms and conditions of leave may be as applicable to other contractual officers.

NOTICE PERIOD/ TERMINATION OF CONTRACT: The contract can be terminated without assigning any reasons by giving 03(Three) months' notice from either side or on payment / surrender of 03(Three) month's compensation amount in lieu thereof.

CALL LETTER FOR INTERVIEW: Intimation /call letter for interview will be sent by email or will be uploaded on bank's website. No hard copy will be sent.

CIBIL: Candidates who have defaulted in repayment under any lending arrangement with Banks/NBFCs/Financial Institutions including credit card dues and have not regularized /repaid their outstanding thereunder till the date of issuance of letter of offer of appointment by the Bank, shall not be eligible for appointment to the post. However, candidates who have regularized /repaid such outstanding on or before the date of issuance of offer of appointment, but whose CIBIL status has not been updated on or before the date of joining, shall have to either get the CIBIL status updated or produce the NOCs from lender to the effect that there is no outstanding with respect to the accounts adversely reflected in the CIBIL, failing which the letter of offer shall be withdrawn/cancelled. Thus, the candidates with record of default in repayment of loans/credit card dues and / or against whose name adverse report of CIBIL or other external agencies are available are not eligible for the appointment.

For more job news visit : www.kpscvaani.com

TRANSFER POLICY: THE BANK RESERVES THE RIGHT TO TRANSFER THE SERVICES OF SUCH OFFICERS TO ANY OF THE OFFICES OF SBI IN INDIA OR TO DEPUTE TO ANY OF ITS ASSOCIATES/SUBSIDIARIES OR ANY OTHER ORGANIZATION DEPENDING UPON THE EXIGENCIES OF SERVICE. REQUEST FOR POSTING/TRANSFER TO A SPECIFIC PLACE/OFFICE MAY NOT BE ENTERTAINED**.**

IMPORTANT POINTS:

i. The number of vacancies including reserved vacancies mentioned above are **provisional and may vary** according to the actual requirement of the Bank.

ii. The educational qualification prescribed for the post is minimum. Candidate **must possess the qualification** and **relevant full-time experience** as on specified dates.

iii. Candidate belonging to reserved category including Person with Benchmark Disabilities for whom no reservation has been mentioned are free to apply for vacancies announced for General category provided they fulfil all the eligibility criteria applicable to General Category.

iv. Maximum age indicated is for General category candidates. **Relaxation in upper age limit** will be available to reserved category candidates as per Govt. of India guidelines (wherever applicable).

v. The reservation under various categories will be as per prevailing Government of India Guidelines.

vi. Vacancies reserved for OBC Category are available to OBC candidates belonging to '**Non-creamy Layer'**. Candidates belonging to OBC category but coming in creamy layer are not entitled to any relaxation/reservation available to OBC category. They should indicate their category as General or General (VI/HI), as the case may be.

vii. OBC category candidate should submit the OBC certificate on format prescribed by Govt. of India, having Non-Creamy Layer clause issued during the period 01.04.2025 to the date of interview, if called for. No request for extension of time for production of the Certificate beyond the said date shall be entertained and candidature will be cancelled.

viii. Caste certificate issued by Competent Authority on **format prescribed by the Government of India** will have to be submitted by the SC/ST/ OBC (Non-creamy layer) candidates.

ix. 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 (DoPT), Public grievances & Pensions, Government of India. Disclaimer: EWS vacancies are tentative and subject to further directives of Government of India and outcome of any litigation. The appointment is provisional and is subject to the Income & Asset certificate being through the proper channel.

x. To avail benefits of reservation under EWS category, candidates must produce an **"Income and Asset Certificate"** issued by the **competent authority in the prescribed format by Government of India** for the relevant financial year, as per the extant DoPT guidelines.

xi. The EWS candidates please note that without a valid **"Income & Asset Certificate"** for the relevant financial year as per the extant DoPT guidelines **on or before the closure of online application date**, candidates **should apply under "General Category" only**.

xii. EWS candidates are required to produce for verification, the 'Income & Assets Certificate' for the relevant financial year as per the extant DoPT guidelines, on the date of document verification, which shall be intimated to the provisionally selected candidates by the Bank. Hence, the 'Income & Assets Certificate' for the relevant financial year can be obtained by the candidate on or before the date of document verification. No request for extension of time for production of 'Income & Assets Certificate' beyond the said date shall be entertained and if a candidate fails to produce the 'Income & Assets Certificate' on the date of document verification, he / she will not be considered for appointment in the Bank.

xiii. The relevant **experience certificate** from employer must contain specifically that the candidate had experience in that related field as required.

For more job news visit : www.kpscvaani.com

xiv. Bank reserves the right to cancel the recruitment process entirely or for any particular post at any stage **without specifying any reasons thereof.**

xv. Candidate(s) seeking fee exemption must submit valid requisite certificate of the Competent Authority in the prescribed format, when such certificate is sought at the time of document verification. Otherwise, their claim will not be entertained, and their candidature will be liable for cancellation / rejection.

xvi. Candidates against whom there is/ are adverse report regarding character & antecedents, moral turpitude are not eligible to apply for the post. If any such adverse orders / reports against the shortlisted/ selected candidates is found/ received by the Bank post their selection/ engagement, their candidature/ service will to be rejected forthwith.

xvii. In case more than one application (multiple applications) are submitted by a candidate for the same post, only the last valid (completed) application will be retained, and the application fee, if any, paid for the other registrations will stand forfeited. Further, multiple attendance/ appearance by a candidate at the time of interview / joining will result in rejection/ cancellation of candidature, summarily.

xviii. The Candidates applying for the post should ensure that their admission to all the stages of the recruitment will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issuance of call letter(s) / e-Admit Card(s) to the candidate will not imply that his/her candidature has been finally accepted for the post. The Bank takes up verification of eligibility conditions with reference to original documents only after the candidate has been shortlisted for the Interview.

xix. **Candidates serving in Govt./ Quasi Govt. offices, Public Sector undertakings including Nationalized Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.**

xx. **MERIT LIST:** MERIT LIST FOR SELECTION WILL BE PREPARED IN DESCENDING ORDER ON THE BASIS OF SCORES OBTAINED IN INTERVIEW ONLY. IN CASE MORE THAN ONE CANDIDATE SCORE 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.

xxi. MERE FULFILLING MINIMUM QUALIFICATION AND EXPERIENCE WILL NOT VEST ANY RIGHT IN CANDIDATE FOR BEING CALLED FOR INTERVIEW. THE SHORTLISTING COMMITTEE CONSTITUTED BY THE BANK WILL DECIDE THE SHORTLISTING PARAMETERS AND THEREAFTER, ADEQUATE NUMBER OF CANDIDATES, AS DECIDED BY THE BANK WILL BE SHORTLISTED AND CALLED FOR INTERVIEW. **THE DECISION OF THE BANK TO CALL THE CANDIDATES FOR THE INTERVIEW SHALL BE FINAL. NO CORRESPONDENCE WILL BE ENTERTAINED IN THIS REGARD.**

For more job news visit : www.kpscvaani.com

A. HOW TO APPLY: Candidates should have **valid email ID** which should be kept active till the declaration of result. It will help him/her in getting call letter/Interview advice etc. by email.

GUIDELINES FOR FILLING ONLINE APPLICATION	GUIDELINES FOR PAYMENT OF FEES
i. Candidates will be required to register themselves online through the link available on SBI website **https://bank.sbi/web/careers/current-openings** and pay the application fee using Internet Banking/ Debit Card/ Credit Card etc. ii. Candidates should first scan their latest photograph and signature. Online application will not be registered unless candidate uploads his/ her photo and signature as specified on the online registration page (under 'How to Upload Documents"). iii. Candidates should fill the application carefully. Once application is filled-in completely, candidate should submit the same. In the event of candidate not being able to fill the application in one go, he can save the information already entered. When the information/ application is saved, a provisional registration number and password is generated by the system and displayed on the screen. **Candidate should note down the registration number and password.** They can re-open the saved application using registration number and password and edit the particulars, if needed. This facility of editing the saved information will be available for three times only. Once the application is filled completely, candidate should submit the same and proceed for online payment of fee. iv. **After registering online, the candidates are advised to take a printout of the system generated online application forms.** v. Candidates seeking Age relaxation are required to submit copies of necessary certificates at the time of joining. No change in category of any candidate is permitted after registration of online application.	i. Application fees and Intimation Charges (Non-refundable) is ₹750/- (₹Seven Hundred Fifty only) for General/EWS /OBC candidates and no fees/intimation charges for SC/ ST/ PwBD candidates. ii. After ensuring correctness of the particulars in the application form, candidates are required to pay the fees through payment gateway integrated with the application. No change/ edit in the application will be allowed thereafter. iii. Fee payment will have to be made online through payment gateway available thereat. The payment can be made by using Debit Card/ Credit Card/ Internet Banking etc. by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates. iv. On successful completion of the transaction, e-receipt and application form, bearing the date of submission by the candidate, will be generated which should be printed and retained by the candidate. v. If the online payment of fee is not successfully completed in first instance, please make fresh attempts to make online payment. vi. A provision is there to reprint the e-Receipt and Application form containing fee details, at later stage. vii. **Application Fee once paid will NOT be refunded on any account NOR can it be adjusted for any other examination or selection in future.**

B. HOW TO UPLOAD DOCUMENTS:

a. Details of Document to be uploaded:

i. Recent Photograph
ii. Signature
iii. Brief Resume (PDF)
iv. ID Proof (PDF)
v. Proof of Date of Birth (PDF)
vi. PwBD certification (if applicable) (PDF)
vii. Educational Certificates: Relevant Mark-Sheets/ Degree Certificate (PDF)
viii. Experience certificates (PDF)
ix. Form-16/Offer Letter/Latest Salary slip from current employer (PDF)
x. No Objection Certificate (If applicable) (PDF)
xi. CTC Negotiation form (Duly filled, Signed & Scanned in PDF- Available at Bank's career website).
xii. Biodata Form (Duly filled, Signed & Scanned in PDF- Available at the bank's career website under the advertisement).
xiii. Form-16 / ITR / Form 26AS & latest 3 month's Salary Slips along with CTC form.

d. Document file type/ size:

i. All Documents must be in PDF (except Photograph & Signature)
ii. Page size of the document to be A4
iii. Size of the file should not be exceeding 500 kb.
iv. In case of Document being scanned, please ensure it is saved as PDF and size not more than 500 kb as PDF. If the size of the file is more than 500 kb, then adjust the setting of the scanner such as the DPI resolution, no. of colors etc., during the process of scanning. Please ensure that Documents uploaded are clear and readable.

For more job news visit : www.kpscvaani.com

b. Photograph file type/ size:

i. Photograph must be a recent passport style colour picture.
ii. Size of file should be between 20 kb - 50 kb and Dimensions 200 x 230 pixels (preferred)
iii. Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
iv. Look straight at the camera with a relaxed face
v. 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
vi. If you have to use flash, ensure there's no "red-eye"
vii. If you wear glasses make sure that there are no reflections, and your eyes can be clearly seen.
viii. Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
ix. 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 colour etc., during the process of scanning.

c. Signature file type/ size:

i. The applicant has to sign on white paper with Black Ink pen.
ii. The signature must be signed only by the applicant and not by any other person.
iii. The signature will be used to put on the Call Letter and wherever necessary.
iv. Size of file should be between 10 kb - 20 kb and Dimensions 140 x 60 pixels (preferred).
v. Ensure that the size of the scanned image is not more than 20 kb.
vi. Signature in CAPITAL LETTERS shall NOT be accepted.

e. Guidelines for scanning of photograph/ signature/ documents:

i. Set the scanner resolution to a minimum of 200 dpi (dots per inch)
ii. Set Color to True Color
iii. Crop the image in the scanner to the edge of the photograph/ signature, then use the upload editor to crop the image to the final size (as specified above).
iv. The photo/ signature file should be JPG or JPEG format (i.e. file name should appear as: image01.jpg or image01.jpeg).
v. Image dimensions can be checked by listing the folder/ files or moving the mouse over the file image icon.
vi. Candidates using MS Windows/ MSOffice can easily obtain photo and signature in .jpeg format not exceeding 50 kb & 20 kb respectively by using MS Paint or MSOffice Picture Manager. Scanned photograph and signature in any format can be saved in .jpg format by using 'Save As' option in the File menu. The file size can be reduced below 50 kb (photograph) & 20 kb (signature) by using crop and then resize option (Please see point (i) & (ii) above for the pixel size) in the 'Image' menu. Similar options are available in another photo editor also.
vii. While filling in the Online Application Form the candidate will be provided with a link to upload his/her photograph and signature.

f. Procedure for Uploading Document:

i. There will be separate links for uploading each document.
ii. Click on the respective link "Upload"
iii. Browse & select the location where the JPG or JEPG, PDF, DOC or DOCX file has been saved.
iv. Select the file by clicking on it and click the 'Upload' button.
v. Click Preview to confirm the document is uploaded and accessible properly before submitting the application. If the file size and format are not as prescribed, an error message will be displayed
vi. Once uploaded/ submitted, the Documents uploaded cannot be edited/ changed.
vii. **After uploading the photograph/ signature in the online application form candidates should check that the images are clear and have been uploaded correctly.** In case the photograph or signature is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature, prior to submitting the form. **IF THE FACE IN THE PHOTOGRAPH OR SIGNATURE IS UNCLEAR THE CANDIDATE'S APPLICATION MAY BE REJECTED.**

For more job news visit : www.kpscvaani.com

C. GENERAL INFORMATION:

I. Before applying for the post, the applicant should ensure that he/ she fulfils the eligibility and other norms mentioned above for that post as on the specified date and that the particulars furnished by him/ her are correct in all respects.

II. Candidates belonging to reserved category including, for whom no reservation has been mentioned, are free to apply for vacancies announced for General category provided they must fulfil all the eligibility conditions applicable to General category.

III. IN CASE IT IS DETECTED AT ANY STAGE OF RECRUITMENT THAT AN APPLICANT DOES NOT FULFIL THE ELIGIBILITY NORMS AND/ OR THAT HE/ SHE HAS FURNISHED ANY INCORRECT/ FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), HIS/ HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS/ ARE DETECTED EVEN AFTER ENGAGEMENT / APPOINTMENT, HIS/ HER CONTRACTS /SERVICES ARE LIABLE TO BE TERMINATED FORTHWITH.

IV. The applicant should ensure that the application is strictly in accordance with the prescribed format and is properly filled.

V. Engagement/Appointment of selected candidate is subject to his/ her being declared medically fit as per the requirement of the Bank. Such engagement/appointment will also be subject to the service and conduct rules of the Bank for such post in the Bank, in force at the time of joining the Bank.

VI. Candidates are advised to keep their e-mail ID active for receiving communication viz. call letters/ Interview date advice etc.

VII. The Bank takes no responsibility for any delay in receipt or loss of any communication whatsoever.

VIII. Candidates serving in Govt./ Quasi Govt. offices, Public Sector undertakings including Nationalized Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.

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

X. Candidates are advised in their own interest to apply online well before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability/ failure to log on to the website on account of heavy load on internet or website jam. SBI 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 SBI.

XI. DECISION OF BANK IN ALL MATTERS REGARDING ELIGIBILITY, CONDUCT OF INTERVIEW, OTHER TESTS AND SELECTION WOULD BE FINAL AND BINDING ON ALL CANDIDATES. NO REPRESENTATION OR CORRESPONDENCE WILL BE ENTERTAINED BY THE BANK IN THIS REGARD.

XII. The applicant shall be liable for civil/ criminal consequences in case the information submitted in his/ her application are found to be false at a later stage.

XIII. Merely satisfying the eligibility norms does not entitle a candidate to be called for interview. Bank reserves the right to call only the requisite number of candidates for the interview after preliminary screening/ short-listing with reference to candidate's qualification, suitability, experience etc.

XIV. In case of multiple application, only the last valid (completed) application will be retained, the application fee/ intimation charge paid for other registration will stand forfeited.

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

XVI. Outstation candidates, who may be called for interview after short-listing will be reimbursed the cost of travelling by Air fare Economy Class upto Bank approved specified limit for AVP / Dy. Manager Post and Actual fare economy class for GM Post, by shortest route on the basis of actual journey. Local conveyance like taxi/cab/personal vehicle expenses/fares will not be payable. A candidate, if found ineligible for the post will not be permitted to appear for the interview and will not be reimbursed any fare.

XVII. Request for change / correction in any particulars (including category in the application form, once submitted will not be entertained under any circumstances. No correspondence/phone/email will be entertained in this regard. Candidates are advised to fill up the online application carefully and furnish the correct information in this application.

XVIII. **BANK RESERVES RIGHT TO CANCEL THE RECRUITMENT PROCESS ENTIRELY OR FOR ANY PARTICULAR POST AT ANY STAGE WITHOUT ASSIGNING ANY REASONS THEREOF, WHATSOEVER.**

XIX. **At the time of interview, the candidate will be required to provide details regarding criminal cases pending against him/her, if any. Suppression of material facts will result in cancellation/ termination of candidature at any point, even if the candidate is selected, his/her selection will be canceled in such circumstances. The Bank may also conduct independent verification, inter alia, including verification of Police Records, etc. The Bank reserves the right to deny the engagement/appointment depending upon such disclosure and/or independent verification.**

For any query, please write to us through link "CONTACT US/ Post Your Query" which is available on Bank's website (https://bank.sbi/web/careers)

The Bank is not liable for printing errors, if any.

Mumbai
11.07.2025

GENERAL MANAGER
(RP&PM)

HOW TO APPLY

Login to https://bank.sbi/web/careers/current-openings

Scroll down and click on the respective advertisement

Download advertisement no. CRPD/SCO/2025-26/05
(Carefully read the detailed advertisement)

Apply Online
(Before final submission, please go through your application.
Corrections will not be allowed after final submission)

