	Sarva U.P. Gramin Bank **(Govt. of India Undertaking)** **HO: C-39/5, Jagrati Vihar,** **Meerut-250004**	**E-mail id:hrd@upgb.com** **Contact No. -0121-4052652**

Sarva UP Gramin Bank invites applications from Indian citizens, for the post of Officer in Middle Management Grade (Scale III), Officer in Middle Management Grade (Scale II), Officer in Junior Management (Scale I) Cadre and Office Assistant (Multipurpose) who have been declared qualified at the Online CWE-III for RRBs conducted by IBPS during September 2014.

Beginning date of Payment of Application Fees	**06.08.2015 to 20.08.2015**
Opening date for Online Registration	**06.08.2015**
Last Date for Online Registration	**20.08.2015**

A. DETAILS OF VACANCIES:

Sr. No.	Post	SC	ST	OBC	General	TOTAL	Out of Which			
							PWD (Out of Which)			EXS
							VI	HI	OC	
1	Officer Scale-III	-	-	1	2	3				
2	Officer Scale-II (General Banking Officer)	2	1	3	3	9				
3	Officer Scale-II (IT)	-	1	1	1	3				
4	Officer Scale-II (CA)	-	-	-	-	-				
5	Officer Scale-II (Law)	-	-	-	-	-				
6	Officer Scale-II (Treasury Manager)	-	-	-	1	1				
7	Officer Scale-II (Marketing Officer)	-	-	-	-	-				
8	Officer Scale-II (Agricultural Officer)	-	-	1	1	2				
9	Officer Scale-I	4	10	38	40	92	-	-	1	-
10	Office Assistant (Multipurpose)	48	6	50	61	165	-	-	5	14

NOTE : The number of vacancies as also the number of reserved vacancies are provisional and may vary according to the actual requirement of the Bank.

Abbreviations stand for :

SC	Scheduled Caste	**GEN**	General Category	**HI**	Hearing Impaired
ST	Scheduled Tribe	**PWD**	Persons with Disability	**OC**	Orthopedically Challenged
OBC	Other Backward Classes	**VI**	Visually Impaired	**EXS**	Ex-Serviceman

B. **SCALE OF PAY:**
Officer Scale I – 14500-600/7-18700-700/2-20100-800/7-25700. (All subject to Revision)
Officer Scale-II-19400-700/1-20100-800/10-28100. (All subject to Revision)
Officer Scale-III-25700-800/5-29700-900/2-31500. (All subject to Revision)
Office Assistant (Multipurpose): 7200-400/3-8400-500/3-9900-600/4-12300-700/7-17200-1300/1-18500-800/1-19300 (20 years). (All subject to Revision)

C. **EMOLUMENTS:** Officer Scale-I: - Rs.31494/-, Officer Scale-II:- Rs. 42137/-, Officer Scale-III:- Rs. 55870/-, Office Assistant (Multipurpose):- Rs. 17416/- inclusive of DA & HRA at the current rates depending on the place of posting: Medical Aid, LTC, Gratuity, etc. will be admissible as per Rules of the Bank. (All subject to Revision)

D. **PROBATION PERIOD**: 2 years for Officer Scale-I, Officer Scale-II, Officer Scale-III & 1 year for Office Assistant (Multipurpose).

Note: It is clarified that Persons with Disabilities will have to work in Branches/Offices which have posts identified by the Bank as suitable for them.

Candidates belonging to Reserved Category, including Persons with Disabilities, for which no reservation has been announced, are free to apply for vacancies announced for Unreserved category provided they fulfill the eligibility criteria laid down for Unreserved category.

The number of vacancies in UR category and also the number of reserved vacancies are provisional and may vary according to actual requirements of the Bank.

E. **ELIGIBILITY CRITERIA**: Eligibility Criteria is to be considered as per RRBs CWE-III Advertisement published in Employment News/Rozgar Samachar Issue Dated 28th June–4th July, 2014 released by IBPS and posted on the IBPS's website www.ibps.in.

* Language Proficiency - The candidates applying for the posts of Officer Scale I and Office Assistants –(Multipurpose) are required to possess proficiency in the local language i.e. Hindi for ensuring proficiency in local language Hindi, the candidate should have –

a. Local language i.e. Hindi at 10thStd level
OR
b. Native language i.e. Hindi at 10thStd level
OR
c. Local language i.e. Hindi at any level above 10th Std and upto graduation level

F. PRE- REQUISITE QUALIFICATIONS

Candidates who have been declared qualified in the RRBs-Online CWE conducted by IBPS in September 2014 should have obtained the following scores as given below.

For Office Assistant

Name of the Test	**Qualifying Score**	
	SC/ ST/ SC-PWD/ ST-PWD/ SC-EXS/ ST-EXS	**OBC/ GEN/ OBC-PWD/ GEN-PWD/ OBC-EXS/ GEN-EXS**
Reasoning	13& above	18& above
Numerical Ability	17 & above	22& above
General Awareness	10& above	13& above
English Language	13& above	17& above
Hindi Language	19 & above	23 & above
Computer Knowledge	16& above	20& above
Cutoffs on Total Weighted Score	**70& above**	**80& above**

For Officer Scale-I

Name of the Test	**Qualifying Score**	
	SC/ ST/ SC-PWD/ ST-PWD	**OBC/ GEN/ OBC-PWD/ GEN-PWD**
Reasoning	13& above	17& above
Quantitative Aptitude	7 & above	11& above
General Awareness	6& above	9 & above
English Language	7& above	11& above
Hindi Language	14 & above	17& above
Computer Knowledge	10& above	13& above
Cutoffs on Total Weighted Score	**70& above**	**80& above**

For Officer Scale-II (GBO)

Name of the Test	**Qualifying Score**	
	SC/ ST/ SC-PWD/ ST-PWD	**OBC/ GEN/ OBC-PWD/ GEN-PWD**
Reasoning	8 & above	12& above
Quantitative Aptitude & Data Interpretation	4& above	7& above
Financial Awareness	4& above	6& above
English Language	8& above	12& above

Hindi Language	13 & above	17& above
Computer Knowledge	12& above	15& above
Cutoffs on Total Weighted Score	**70& above**	**80& above**

For Officer Scale-II IT, CA, Law, Treasury, Marketing and Agricultural Officer

Name of the Test	**Qualifying Score**	
	SC/ ST/ SC-PWD/ ST-PWD	**OBC/ GEN/ OBC-PWD/ GEN-PWD**
Reasoning	8 & above	12& above
Quantitative Aptitude & Data Interpretation	4& above	7& above
Financial Awareness	4& above	6& above
English Language	8& above	12& above
Hindi Language	13 & above	17& above
Computer Knowledge	12& above	15& above
Professional Knowledge - IT	10& above	13& above
Professional Knowledge - CA	21& above	23& above
Professional Knowledge - Law	5& above	7& above
Professional Knowledge - Treasury	5& above	7& above
Professional Knowledge - Marketing	10& above	13& above
Professional Knowledge - Agricultural	5& above	7& above
Cutoffs on Total Weighted Score for Officer Scale-II	**70& above**	**80& above**

For Officer Scale-III

Name of the Test	**Qualifying Score**	
	SC/ ST/ SC-PWD/ ST-PWD	**OBC/ GEN/ OBC-PWD/ GEN-PWD**
Reasoning	5 & above	8& above
Quantitative Aptitude & Data Interpretation	2& above	4& above
Financial Awareness	5& above	7& above
English Language	7& above	12& above
Hindi Language	11 & above	15& above
Computer Knowledge	11& above	14& above
Cutoffs on Total Weighted Score	**70& above**	**80& above**

G. **APPLICATION FEE** (INCLUDING POSTAGE/ INTIMATION CHARGES) (NON-REFUNDABLE) :

Officers
- **Rs. 20/- for SC/ST/PWD candidates.**
- **Rs.100/- for all others**

Office Assistant (Multipurpose)
- **Rs. 20/- for SC/ST/PWD/EXSM candidates.**
- **Rs.100/- for all others**

Requisite Application Fee may be paid through CBS at any of the **Branches of Sarva U.P. Gramin Bank** in A/C No **91512100000798** & Branches of **Punjab National Bank** in A/C No. **4007002100055989** by means of a Payment challan available in the **Bank's website www.upgb.com**

NOTE:

(i) The payment towards application fee can be made through CBS from any of the Branches of the **Sarva U.P. Gramin Bank** & **Punjab National Bank** by means of a Fee Challan available on the Bank's website **www.upgb.com**

(ii) The payment towards application fee through CBS can be made between **06.08.2015** and **20.08.2015**.

(iii) Payment of application fee by Demand Draft/cheque/money orders/NEFT/RTGS etc. **will not be accepted.**

(iv) The CBS fee payment challan contains two parts. The first part will be retained by the Branch. The candidate's copy of the fee payment challan must be retained with the candidate after the necessary details such as Transaction ID, Branch Code etc. are filled in by the bank official.

(v) Application once made will not be allowed to be withdrawn and fee once paid will NOT be refunded under any circumstances nor can it be held in reserve for any other future selection process.

H. THE COMPETENT AUTHORITY FOR ISSUE OF CERTIFICATE TO SC/ST/OBC/PWD CANDIDATES IS AS UNDER:

(a) For SC/ST/OBC:

District Magistrate/Additional Dist Magistrate/Collector/Deputy Commissioner/ Additional Dy. Commissioner/Dy.Collector/First Class Stipendiary Magistrate/Sub-Division Magistrate/ Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner/ Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate/ Revenue Officer not below the rank of Tahsildar/Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides.

(b) For Persons with Disabilities:

Authorised Certifying Authority will be Medical Board at the District level. The Medical Board consists of Chief Medical Officer, Sub-Divisional Medical Officer in the District and a member who is a specialist in Orthopedics, ENT or Ophthalmology, as the case may be,

I. SELECTION PROCEDURE:

- **For Office Assistant (Multipurpose):-**Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.

- **For Officer Scale-I:-**Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.

- **For Officer Scale-II (General Banking Officer):-**Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.

- **For Officer Scale-II (Specialist Officer *):-**Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.

  **** IT, CA, Law, Treasury, Marketing and Agricultural Officer***

- **For Officer Scale-III:-**Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.

J. **PERSONAL INTERVIEW:** Depending on the number of vacancies, Bank will call from among who have applied to bank, the number, equivalent to three times the number of vacancies short-

listed based on their **Total Weighted Scores (TWS).** Remaining applicants, if any will not receive an interview call from the Bank.

The total marks for Interview will be **30**.

K. INTERVIEW CENTRE:

The Interview will be held at the **MEERUT** centre and the complete address of the venue will be advised in the call letters. The address of the venues will also be displayed in the Bank's website one week before the dates for commencement of Interviews.

Note: Bank reserves the right to cancel the centre and/or add some other centres, depending upon the response, administrative feasibility, etc. Bank also reserves the right to allot the candidate to any of the centres other than the one he/she has opted for.

L. GENERAL INSTRUCTIONS

(a) Before applying for any of the mentioned post, the candidate should ensure that he/she fulfils the eligibility and other norms mentioned in this advertisement. Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which scrutiny of such eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to recruitment will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the bank on this behalf.

Mere admission to the Online RRB CWE III and/ or passing the test and being invited by the Bank for the Interview shall not imply that the Bank has been satisfied beyond doubt about the candidate's eligibility. Candidates who do not satisfy the eligibility criteria and who do not produce the photocopies as well as the originals of all the documents required to be submitted and as advised in this notification as well as in the Interview call letter, for any reason, whatsoever, shall not be permitted to participate in the Interview, even though they may have obtained the desired level of score in the Online CWE and have been called for interview.

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/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.

(b) Candidates belonging to OBCs but coming in the "CREAMY LAYER" are not entitled to the benefits of OBC reservation. They should indicate their category as "UR" or "UR Persons with Disabilities' as applicable. OBC Certificates in the format as prescribed by the Govt. of India and issued by the Competent Authority inter alia, specifically stating that the candidate does not belong to the Socially Advanced Sections excluded from the benefits of reservations for OBCs in Civil Posts and Services under Govt. of India i.e. carrying 'CREAMY LAYER' clause based on income issued recently (i.e., issued **on or after 09.07.2014)** should be submitted at the time of Interview.

(c) In terms of Government of India notification dated 17.06.2015 candidates belonging to **"JAT"** community are not entitled to avail the benefits under OBC reservation.

(d) Persons with Disabilities claiming the benefit of reservations/age relaxation should possess Medical Certificate as specified in the Disabilities Act of 1995 in support of their disability.

(e) Candidates serving in Government/Public Sector Undertakings (including banks) should produce a "No Objection Certificate" from their employer at the time of Interview, in the absence of which their candidature may not be considered.

(f) The candidates will have to appear for interview at their own expense. However, unemployed eligible SC/ST outstation candidates attending the Interview will be reimbursed to and fro second class ordinary train/bus fare by the shortest route on production of evidence of travel. The Bank will not be responsible for any injury/ losses, etc of any nature during their travel time.

(g) Only candidate willing to serve anywhere in the operational area of the bank should apply**.**

(h) **Any request for change of address will not be entertained**.

(i) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at **Meerut (UP).**

(j) In case any dispute arises on account of interpretation of version other than English, English version will prevail.

(k) The Bank may at its discretion hold a second stage/ conduct Supplementary process wherever necessary in respect of a centre/venue/specific post of a candidate(s).

(l) Appointment of selected candidates 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.

(m) All Candidates must submit the photo copies of the prescribed certificates in support of their educational qualification, experience, date of birth, caste, etc. The candidates belonging to SC/ST/OBC/Persons with Disabilities Category are required to submit an attested copy of their caste certificate/certificate of handicap issued by the competent authority, in addition to other certificates as specified above. Candidates will also have to produce original caste certificate/relevant certificates at the time of Interview, failing which his/her candidature will be cancelled.

(n) A recent, recognizable passport size photograph should be firmly pasted on the computer generated application form and should be signed across by the candidate. **Three copies of the same photograph** should be retained for use at the time of interview. Candidates are advised not to change their appearance till the recruitment process is complete. **Failure to produce the same photograph at the time of the interview may lead to disqualification.**

Action against candidates found guilty of misconduct :

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered, fabricated or should not suppress any material information while filling up the application form.

At the time of interview, if a candidate is (or has been) found guilty of

i. using unfair means during the selection process or
ii. impersonating or procuring impersonation by any person or
iii. misbehaving in the interview venue or taking away any documents from the venue or
iv. resorting to any irregular or improper means in connection with his/her candidature by selection or
v. obtaining support for his/her candidature by any means.

Such a candidate, in addition to rendering himself/herself liable to criminal prosecution, shall be liable to be debarred, either permanently or for a specified period, from any recruitment conducted by Bank.

M. HOW TO APPLY

(i) **Candidates are required to apply online through Bank's website www.upgb.com No other means/ mode of application will be accepted**.

(ii) **Candidates** should ensure that their personal email ID (as specified in the online application form while applying for RRBs- CWE III conducted in September 2014) is kept active during the currency of a recruitment project. Bank may send call letters for Interview etc. to the registered e-mail ID.

(iii) Applicants are first required to go to the Bank's website **www.upgb.com** and click on the link "Recruitment".

(iv) Thereafter, open the Recruitment Notification.

- the candidate should take a printout of the fee payment challan
- Fill in the Fee Payment Challan in a clear and legible handwriting in BLOCK LETTERS.
- Candidates can pay application fees in any of the branches of the Sarva U.P. Gramin Bank/Punjab National Bank only.
- Go to the nearest Sarva U.P. Gramin Bank /Punjab National Bank Branch with the Fee payment Challan and pay, in Cash, the appropriate Application Fee in CBS Account No. **91512100000798** of Sarva U.P. Gramin Bank and **4007002100055989** of Punjab National Bank.

(v) Obtain the Applicant's Counterfoil Copy of the Application Fee Payment Challan duly authenticated by the Bank with **(a) Branch Name & code No, (b) Transaction Id/Scroll number (c) Date of Deposit & amount** filled by the Branch Official.

(vi) Candidates are now ready to Apply Online by re-visiting the Recruitment Link on the Bank's website **www.upgb.com** **All the fields in the online Application format should be filled up carefully.**

(vii) Carefully fill in the details such as fee payment details from the CBS Challan in the Online Application Form.

(viii) **Candidates cannot edit their application after submission.**

(ix) **Original fee payment receipt i.e CBS challan will have to be submitted with the Call Letter at the time of Interview. Without original CBS challan the candidate will not be allowed to appear in the Interview.** Candidates are also advised to keep a photocopy of the fee payment challan with them.

(x) **CANDIDATES SHOULD NOT SUBMIT A PRINTOUT OF THE APPLICATION / FEE PAYMENT RECEIPT (CBS challan) TO THE BANK AT THIS STAGE (to be submitted at the time of Interview only).**

(xi) Please note that the above procedure is the only valid procedure for applying. No other mode of application or incomplete steps would be accepted and such applications would be rejected.

(xii) The Application printout along with the fee payment receipt and required copies of documents should be kept ready for submission if shortlisted for Interview.

The applicant should sign and affix his/her photograph on such printout of application and keep the same ready for submission **if selected for Interview** along with copies of required documents mentioned below:

1. Printout of the online application submitted.
2. Original fee payment receipt (CBS Challan).
3. Printout of IBPS Scores for the stipulated examination.
4. 10th standard / 12th standard / Graduation examination Mark sheet in support of **local language i.e. Hindi** for posts of Officer Scale I and Office Assistants (Multipurpose)**.**
5. Attested copy of School leaving certificate or any other document as proof of age acceptable to the Bank.
6. Attested copies of Mark sheets / certificates in support of Educational Qualification;
7. Attested copy of certificate of Computer Course, as applicable;
8. Caste / PWD any other related certificate as applicable.
9. Photo identity proof.
10. Address Proof.
11. Any other relevant document.

If selected for interview, candidates serving in Government / Public Sector Undertakings (including Banks &Financial Institutions) will be required to submit their applications accompanied by a "**No Objection Certificate**" from their employer, in the absence of which their candidature will not be considered.

It is for the candidate to ensure that he / she has met with the eligibility criteria and complied with the requirements and adhered to the instructions contained in this advertisement as well as in the application form. Candidates are, therefore, urged to carefully read the advertisement and complete the application form and submit the same as per instructions given in this regard.

N. CALL LETTERS FOR THE INTERVIEW

All eligible candidates will be issued call letters at the correspondence address given by the candidates in their application form, which will be sent by post/ courier.

Candidate has to affix his/her photograph on the call letter. Candidate has to bring this call letter, Original Fee Payment Challan and requisite enclosures while attending the Interview **without which they will not be allowed to appear in the Interview.**

Date: 06.08.2015 **Chairman**
Place : Meerut (Sarva UP Gramin Bank)