

यूको बैंक UCO BANK

(A Govt. of India Undertaking)

Head Office:

Human Resource Management Department, 10, B.T.M. Sarani, Kolkata-700 001

Advt. No.- PO Project 1/2011-12

Recruitment of 1100 Probationary Officers in JMGS I in Generalist Cadre

UCO Bank, a leading Public Sector Bank, invites **ONLINE** applications for the post of Probationary Officers in Junior Management Grade Scale-I from candidates who have taken the Common Written Examination (CWE) for Probationary Officers conducted by IBPS in 2011. Candidates should have a valid Score Card issued by IBPS, Mumbai and should meet the eligibility criteria as mentioned in the given Advertisement.

Particulars	Scheduled Dates
Download of Fee Payment Challan & Payment of Application Fees/Postage Charges	From 27.02.2012 to 17.03.2012
Opening date for Online Registration	27.02.2012
Last Date for Online Registration (including for candidates from far-flung areas)	17.03.2012
Eligibility Criteria (viz. Age/Qualification/ Experience etc.) reckoned as on	01.07.2011

DETAILS OF VACANCIES:

Post	Scale	No. of Vacancies						Out of which PWD		
		TOTAL	SC	ST	OBC	GEN	OC	HI	VI	
Probationary Officers	JMGS – I	1100	163	83	286	568	12	12	11	

Abbreviations used:

SC - Scheduled Caste ST - Scheduled Tribe OBC - Other Backward Classes
 GEN - General Category PWD - Persons With Disabilities OC - Orthopaedically Challenged
 HI - Hearing Impaired VI - Visually Impaired

SCALE OF PAY: ₹14500-600/7-18700-700/2-20100-800/7-25700

Selected Candidates will be placed at the initial stage of pay scale. DA, HRA, CCA will be paid as per rules in force from time to time depending upon the place of posting. Medical, LTC, Terminal Benefits etc. will be as per prevailing rules.

PROBATION PERIOD: Selected candidates will be put on probation for a period of 2 years.

EXECUTION OF BOND : Selected candidates will be required to execute a Bond on Non-Judicial Stamp paper for serving the Bank for two years or payment of ₹2 lacs in lieu thereof.

Confirmation: The confirmation of the newly recruited Probationary Officers will be subject to satisfactory completion of two years probation period.

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.

The number of vacancies and also the number of reserved vacancies is provisional and may vary according to actual requirements of the Bank.

1. ELIGIBILITY CRITERIA: 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 1st January, 1962 with the intention of permanently settling in India or v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India. Provided that a candidate belonging to categories (ii), (iii), (iv) & (v) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India. A candidate in whose case a certificate of eligibility is necessary may be admitted to Interview conducted by the Bank but on final selection the offer of appointment may be given only after the Government of India has issued the necessary eligibility certificate to him/her.

2. ELIGIBILITY CRITERIA AS ON 01.07.2011 FOR THE ABOVE POST IS PRESCRIBED AS UNDER:

Age	Minimum Educational Qualification	IBPS Score (as per valid IBPS Score Card) as on opening date of Online Registration
Minimum: 20 yrs. Maximum: 30 yrs.	Graduate in any discipline from a recognized University in pass course with 55% aggregate marks. For SC/ST/ PWD Category Candidates: Graduate in any discipline from a recognized University in pass course with 50% aggregate marks.	IBPS Score obtained in CWE for POs/ MTs held during 2011 Minimum Total Weighted Score: CATEGORY General : 136 Reserved Categories (SC/ST/OBC/PWD) : 126

Before applying candidates are advised to ensure that they fulfill the stipulated eligibility criteria for the post. They should note that Application Fee and/or Postage Amount once deposited will neither be refunded nor be adjusted against any other Project. Candidates are advised to fill their particulars **online** themselves correctly. Candidates should ensure that particulars once submitted by them will be final as no further change will be allowed thereafter.

Note:

- Degrees obtained from the recognised Universities/Institutes recognised by the Govt. of India only will be considered.
- The educational qualification prescribed for the post is the minimum.
- Candidates must specifically indicate the class/division and percentage of marks obtained calculated to the nearest two decimals in the relevant column of the application. Where no percentage of marks is awarded by the University, but only CGPA/OGPA is awarded, the same should be converted into percentage.
- The result of the qualifying examination, i.e., graduation or equivalent to graduation, as the case may be, should have been announced by the University on or before **01.07.2011**.
- Candidates should have obtained the specified IBPS Total Weighted Score in the CWE conducted for Probationary Officers in 2011. Candidates should be able to produce the Score Card in support of the scores mentioned in the online application form, if called for Personal Interview.

3. RELAXATION IN UPPER AGE LIMIT:

Sl. No.	Category	No. of years of relaxation
i)	Scheduled Caste/Scheduled Tribe candidates	5 years
ii)	Other Backward Classes candidates (Under Non-Creamy Layer Category)	3 years
iii)	In the case of ex-servicemen-commissioned officers including Emergency Commissioned Officers (ECOs)/Short Service Commissioned Officers (SSCOs) who have rendered at least 5 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within the next one year from the last date for receipt of application) other than by way of dismissal or discharge on account of misconduct or inefficiency or on account of physical disability attributable to military service or on invalidment, by 5 years, subject to ceiling as per Government guidelines	5 years
iv)	All persons who have ordinarily been domiciled in Kashmir Division of J & K State during 01.01.1980 and 31.12.1989	5 years
v)	Physically Challenged Category candidates (15 years for Physically Challenged SCs/STs and 13 years for Physically Challenged OBCs)	10 years

Note:

- An Ex-Serviceman who has once joined a government job on the civil side after availing of the benefits given to him as an ex-serviceman for his re-employment, his ex-serviceman status for the purpose of re-employment in Government ceases.
- In the case of a candidate who is eligible for relaxation under more than one of the above categories, the age relaxation will be available on cumulative basis with any one of the remaining categories for which age relaxation is permitted as mentioned above. This cumulative age relaxation is available to SC/ST/OBC candidates only.
- The candidates eligible for age relaxation under 3 (iv) above must produce the Domicile Certificate at the time of Interview from the District Magistrate in the Kashmir Division within whose jurisdiction he/she had ordinarily resided or any other authority designated in this regard by Govt. of J & K to the effect that the candidate had ordinarily been domiciled in the Kashmir Division of the State of J & K during 1st Jan. 1980 and the 31st day of December 1989.

4. RESERVATIONS:

- Reservation for SC/ST/OBC/PWD candidates will be provided as per Government guidelines.
- Persons With Disabilities:** Under Section 33 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act 1995 only such persons would be eligible for reservation who suffer from not less than 40% of relevant disability and are certified by a Medical Board appointed by the Central/State Govt. Accordingly, candidates with the following disabilities are eligible to apply. Applicants claiming such benefits should produce certificate in original in support of their claim at the time of **Interview conducted by the Bank, if called by the Bank.**

Visually Impaired (VI)

Blindness refers to condition where a person suffers from any of the following conditions namely (1) Total absence of sight, (ii) Visual acuity not exceeding 6/60 or 20/200 (snellen) in the better eye with correcting lenses. (iii) Limitation of the field of vision subtending in angle of 20 degrees or worse.

Low vision means a person with impairment of visual functioning even after treatment or standard refractive connection but who uses or is potentially capable of using vision for the planning of execution of a task with appropriate assistive device.

Deaf & Hearing Impaired (HI)

The deaf are those persons in whom the sense of hearing is non- functional for ordinary purposes of life i.e. total loss of hearing in both ears. They do not hear, understand sounds at all even with amplified speech. Hearing impairment means loss of sixty decibels or more in the better ear in the conversational range of frequencies.

Orthopaedically Challenged (OC)

Locomotor Disability means disability of bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy. Cerebral Palsy means a group of non-progressive conditions of person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal, peri-natal or infant period of development.

All the cases of Orthopaedically Challenged Persons would be covered under the category of 'Locomotor disability or cerebral palsy'.

As the reservation for Persons with Disabilities is on horizontal basis, the selected candidates will be placed in the appropriate category (viz. SC/ST/OBC/ GEN) to which they belong.

C. There is no reservation for Ex-servicemen candidates in the Officer cadre.

5. Application Fee (Including Postage/Intimation Charges) (Non-refundable) :

Sl. No.	Category	Amount
1	SC/ ST/ PWD candidates	₹ 50/-
2	All others including OBC	₹ 200/-

Requisite Application Fee may be paid through CBS at any of the **Branches of UCO Bank**, by means of a Payment Challan as per the format given on the **Bank's website**.

NOTE:

- Demand Drafts, Cheques, Money Orders, Postal Orders, Pay Orders, Banker's Cheques, postal stamps, etc., **will not be accepted.**
- 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.
- 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.

6. 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

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Dy. Commissioner/Dy. Collector/First Class Stipendary 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 Orthopaedics, ENT or Ophthalmology, as the case may be.

7. SELECTION PROCEDURE:

Selection for the post of 'Probationary Officer' will be made on the basis of performance in CWE conducted by IBPS in September 2011 and Interview.

8. INTERVIEW:

Depending upon the number of vacancies, the Bank reserves the right to call only those candidates who have sufficiently high IBPS score in the stipulated CWE for Interview.

The total marks for Interview will be 75. Candidates will have to obtain 40% to qualify Interview. (35% marks for SC/ST/OBC/PWD candidates)

9. INTERVIEW CENTRES:

The Interview will be held at the different centres throughout the country depending upon the response, administrative feasibility etc. Address of the venues 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: Request for change of Interview Centre shall **NOT** be entertained.

10. GENERAL INSTRUCTIONS:

- (a) Before applying for the 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 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 Written Test 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 Written examination 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 OBC reservation. They should indicate their category as "Gen" or "Gen 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 should be submitted at the time of Interview. (i.e. OBC certificate should not be more than one year old as on the date of application submitted for this recruitment)
- (c) 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.
- (d) Candidates serving in Government/Public Sector Undertakings (including banks) should send their application through proper channel and produce a "No Objection Certificate" from their employer at the time of Interview, in the absence of which their candidature may not be considered.
- (e) The candidates will have to appear for Interview at their own expense. However, unemployed eligible SC/ST/PWD 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.
- (f) **Only candidates willing to serve anywhere in India should apply.**
- (g) Any request for change of address will not be entertained.
- (h) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Kolkata.
- (i) In case any dispute arises on account of interpretation of version other than English, English version will prevail.
- (j) No candidate is permitted to use calculator, telephones of any kind, pagers or any such other instruments during the selection process.
- (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) Banking is a versatile activity, which needs all round grooming of the selected candidates. Accordingly, the Probationary Officers, recruited/selected in the Bank, will be required to acquire overall knowledge of various facets of banking for which the Bank will provide necessary on-the-job /theoretical training at its Branches/Offices including Staff Training College, so as to enable candidates recruited perform/undertake all type of banking activities.
- (n) All Candidates must submit the xerox copies of the prescribed certificates in support of their educational qualification, experience, date of birth, caste, Score Card issued by IBPS 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 as specified at Sr.No.06 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.

- (o) A recent, recognizable passport size photograph should be firmly pasted on the computer generated application 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 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:
a. to be disqualified from the examination for which he/she is a candidate
b. to be debarred, either permanently or for a specified period, from any examination or recruitment conducted by Bank.

11. HOW TO APPLY

- (i) **Candidates are required to apply online through website 'www.ucobank.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 CWE conducted in September 2011) 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.ucobank.com' and click on the link "**Recruitment of Probationary Officers 2011-12**".
- (iv) Thereafter, open the Recruitment Notification entitled "**UCO BANK PROBATIONARY OFFICERS RECRUITMENT PROJECT-2011-12**".
- (v) 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. Go to the nearest UCO Bank Branch with the Fee Payment Challan and pay, in Cash, the appropriate Application Fee in CBS Account No. & Branch (as mentioned in Challan Form) in the name & style of "UCO BANK PROBATIONARY OFFICERS RECRUITMENT PROJECT-2011-12".
- (vi) Obtain the Applicant's Counterfoil Copy of the Application Fee Payment Challan duly authenticated by the Bank with (a) **Branch Name** (b) **Transaction ID/Scroll number** (c) **Date of Deposit & amount** filled by the Branch Official.
- (vii) Candidates are now ready to Apply Online by re-visiting the Recruitment Link on the Bank's website and going to the sublink titled "**ONLINE APPLICATION FOR UCO BANK PROBATIONARY OFFICERS RECRUITMENT PROJECT-2011-12**" to open up the appropriate Online Application Format. All the fields in the online Application format should be filled up carefully.
- (viii) Carefully fill in the details such as fee payment details from the CBS Challan in the Online Application Form, scores obtained in stipulated CWE etc. at the appropriate places.
- (ix) **Original Fee Payment Challan will have to be submitted with the Call Letter at the time of Interview. Without original Fee Payment Challan the candidate will not be allowed to appear in Interview.** Candidates are also advised to keep a photocopy of the Fee Payment Challan.
- (x) **The name of the candidate or his/her father/husband etc. should be spelt correctly in the application as it appears in the certificates/marksheets. Any change / alteration found may disqualify the candidature.**
- (xi) **CANDIDATES SHOULD NOT SUBMIT A PRINTOUT OF THE APPLICATION / FEE PAYMENT RECEIPT TO THE BANK AT THIS STAGE**
- (xii) The Application print-out along with the fee payment receipt and required copies of documents should be kept ready for submission if shortlisted for Interview.
- (xiii) 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.

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. Original fee payment receipt (CBS Challan);
2. Valid IBPS Score Card for the stipulated examination;
3. Attested copy of School leaving certificate or any other document showing proof of age acceptable to the Bank;
4. Attested copies of Mark sheets / certificates in support of Educational Qualification;
5. Caste / PWD any other related certificate as applicable;
6. Photo identity proof;
7. Copy of the online application submitted for CWE for recruitment of POs/MTs in 19 PSBs.

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.

12. CALL LETTERS FOR INTERVIEW :

Only those candidates who have met with the eligibility criteria & who have cleared their Common Written Examination of IBPS and who are short-listed for appearing in the Personal Interview will be intimated either by email (online) or may download the call letter from the Bank's website. No communication/ intimations regarding interviews will be sent by post. The names of candidates who are finally **short-listed for interview** will also be available on the Bank's Website www.ucobank.com. Applicants are requested to keep track of the same by visiting Bank's website from time to time. Similarly final selection result will be available on WEB for candidates selected for appointment.

Date: 07.02.2012

GENERAL MANAGER
Human Resource Management