



Allahabad Bank

(A Government of India Undertaking)

A Tradition of trust

HEAD OFFICE: 2, N. S. ROAD, KOLKATA 700001

Advt No. : REC/ 02/2012-13

Contact No. 033-22314630, FAX-033-22308442

SPECIALIST OFFICERS' RECRUITMENT PROJECT-2012-13

- i) Allahabad Bank invites applications for recruitment of 115 Specialist Officers from Indian citizens who have taken the pre-requisite Common Written Examination (CWE) for Specialist Officers conducted by Institute of Banking Personnel Selection (IBPS), Mumbai on 11.03.2012 and have been declared as "QUALIFIED" in the said CWE.
 - ii) Only candidates qualified in the said CWE and possessing valid Score Card issued by IBPS Mumbai are required to apply ON-LINE through Bank's website www.allahabadbank.in where detailed advertisement and Fee Payment Challan are available.
 - iii) Direct Entry to Group Discussion and Interview or only Interview
A limited number of eligible applicants who are ranked high on the basis of aggregate marks in the CWE on securing qualifying marks in each objective test (as stipulated hereinafter) will be called either for Group Discussion and Interview or only Interview, to be decided by the Bank in due course.
- a) The candidates are required at first to see the eligibility criteria and if eligible, take a print of the Fee Payment Challan available in Bank's website www.allahabadbank.in, fill in completely, pay the fee and / or intimation charges in cash at any branch of Allahabad Bank in the designated Account No. 50104512410 and obtain receipt with Journal Number mentioned on it, and then apply On-Line through the Recruitment link provided at the Bank's website.

TOTAL NUMBER OF VACANCIES	115
Events	Important dates
Payment of application fee / Intimation charges	26.05.12 to 09.06.12
Opening Date for ON-LINE Registration of Application on website	26.05.2012
Closing Date for ON-LINE Registration of Application on website (For all applicants including those from far flung areas.)	10.06.2012
Relevant date for Age / Qualification reckoned as on (As fixed by IBPS at the time of inviting applications for CWE)	01.12.2011

Note: Application Form by post /courier/ hand/e-mail will not be accepted.

b) Name of Post/ Grade/Vacancies/Age/Pay Scale:

Post	Grade/ Scale	No. of vacancies	Min. - Max. AGE	Pay Scale
1.Officer (Information Technology)	JMG, Scale – I	70	20 - 35 Yrs	Basic Pay: Rs.14,500/-to Rs.25,700/-*
2.Officer (Official Language)		10		
3.Civil Engineer		05		
4.Officer (Law)		10		
5.Manager (Law)	MMG, Scale-II	20	21 - 40 Yrs	Basic Pay: Rs.19,400/- to Rs.28,100/-*

*DA, HRA, CCA etc. will be paid as per Bank's rules in force from time to time depending upon place of posting. Medical, LTC, Defined Contributory Retirement Benefit, (NPS-Corporate Sector Model), Gratuity etc will be admissible as per Bank's rules.

c) Probation period & Financial cum Surety Bond :

Grade / Scale	Probation period	Bond Amount	Tenure of the Bond
Scale-I Officer	2 Years	Rs. 1 Lakh	3 Years
Scale-II Officer (Manager)	1 Year	Rs. 2 Lakh	3 years

- i) The candidate will remain initially on probation for a period of two years / one year as the case may be from the date of joining the Bank's service which may be extended at the Bank's discretion. The confirmation to the permanent establishment of the bank will be considered as applicable in terms of Service Regulations, provided the work, conduct, general ability are found to be of the standard required by the Bank. Confirmation in the service of the Bank will also be subject to receiving satisfactory references from respectable referees, police verification of antecedents, caste/ community verification and other compliances.
- ii) **Candidates selected for appointment in the Bank will be required to furnish a "Financial cum Surety Bond" as mentioned above acceptable to the Bank in the specified proforma before joining the Bank on his/her selection, for rendering service for a minimum period of three years from the date of joining the Bank and in the event of his/her resignation/termination from the post before the end of the specified period, he/she /Surety shall be liable to pay to the Bank the said amount of the Bond together with interest.**

e) Reservation in Posts: [Including Backlog]

Scale	No. of Vacancies						Out of which Vacancies for Person with Disabilities (PWD)		
	SC	ST	OBC (Non Creamy Layer)		GEN	Total	OC	VI	HI
			MC	Others					
JMG Scale – I	14	13*	04	21	43	95	01	01	01
MMG,Scale-II	02	4*	01	07*	06	20			

* Including Backlog/Shortfall vacancies

Abbreviations stand for

SC – Scheduled Caste , ST – Scheduled Tribe, OBC – Other Backward Classes (Under Non Creamy Layer category as on 31.03.2011) ,Gen - General ,PWD – Persons with Disabilities, MC-Minority Community, OC – Orthopaedically Challenged, VI – Visually Impaired, HI – Hearing Impaired, CWE – Common Written Examination conducted by IBPS, Mumbai..

Note :

RESERVATIONS :-

- I. Reservation for SC/ST/OBC/OBC-MC/PWD candidates will be provided as per Government guidelines including fresh guidelines if any received subsequently.
- II. The number of vacancies as also the number of reserved vacancies is provisional and may vary according to the actual requirement of the Bank.
- III. It is clarified that it may not be possible to deploy "Persons with Disabilities" candidates in all Offices/ Branches of the Bank and they will have to work in the post/branch identified by the Bank as suitable for them.
- IV. Candidates belonging to Reserved Category, including Persons with Disabilities, are free to apply for vacancies announced for General category provided they fulfil the eligibility criteria laid down for General category.

- V. As the reservation for Persons with Disabilities (PWD) candidates is on horizontal basis, the selected candidates will be placed in the appropriate category (viz SC/ST/OBC/Gen) to which they belong.
- VI. Candidates belonging to and applying for a post under the Reserved OBC Category are required to submit an OBC certificate issued by the Competent Authority (mentioned hereinafter), at the time of interview in the format prescribed by the Govt. of India, i.e. **“FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA”** (Format available on Bank’s website along with this Notification). The OBC certificate should have been issued on or after 31.03.2011 but before the date of interview and clearly containing the **“NON-CREAMY LAYER CLAUSE” i.e. this is also to certify that he/she does not belong to persons / sections (Creamy Layer) based on the income for the Financial Year ending 31.03.2011 as mentioned in Column 3 of the schedule to the Government of India, Deptt. of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 08.09.93, O.M. No. 36033/3/2004-Estt. (Res.) dated 09.03.2004 and O.M. No. 36033/3/2004-Estt. (Res.) dated 14.10.2008.**

The candidates have sufficient time to obtain the proper OBC certificate as of 31.03.2011 and submit it at the time of interview or otherwise they may not be allowed for GD and / or interview / considered for the selection process. Candidates not producing the above certificate will not be considered under the OBC category.

VI Applications from serving employee of Allahabad Bank :

Subject to their fulfilling the eligibility criteria, employees of Allahabad Bank may apply On-Line and then submit their applications through proper channel. Such candidates, if selected, shall resign from their present positions in the Bank and rejoin the Bank’s service afresh.

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 the Group Discussion and / or Interview conducted by the Bank but on final selection the offer of appointment may be given only after the necessary eligibility certificate has been issued to him/her by the Government of India.

2. Educational Qualifications & Post Qualification Work Experience: (As on 01.12.2011):

Post Code	Name of Post	Minimum Educational Qualifications (As on 01.12.2011)	Minimum Post Qualification Work Experience (As on 01.12.2011)
1	OFFICER (IT) JMG Scale-I	Degree in Computer Science/ Computer Applications/ Information Technology/ Electronics/ Electronics & Telecommunications/ Electronics & Communication/ Electronics & Instrumentation from a recognised University / Institution. OR Post Graduate Degree in Electronics/ Electronics & Tele Communication/ Electronics & Communication/ Electronics & Instrumentation / Computer Science / Information Technology/ Computer Applications from a recognised University / Institution. OR Graduate from a recognised university having passed DOEACC ‘B’ level.	NIL

Post Code	Name of Post	Minimum Educational Qualifications (As on 01.12.2011)	Minimum Post Qualification Work Experience (As on 01.12.2011)
2.	OFFICER (OL) JMG Scale-I	A Post Graduate Degree in Hindi with English as a subject at the degree level OR a Post Graduate Degree in Sanskrit with English and Hindi as subjects at the degree level.	NIL
3.	CIVIL ENGINEER JMG Scale-I	Degree in Engineering in Civil from any recognized University.	NIL
4.	OFFICER (LAW) JMG Scale-I	A Bachelor degree in Law (LLB) from a recognised University	NIL
5.	MANAGER (LAW) MMG Scale-II	A Bachelor Degree in Law (LLB) from a recognized University.	3 years experience of practice at Bar or Judicial service and / or Law Officer in the legal department of a reputed Bank or the Central / State Government or of a Public Sector Undertaking with practice at Bar.

- I. Only candidates who have already secured Degree/ Marksheet regarding minimum educational qualification for the post on or before 01.12.2011 need to apply.
- II. Degrees obtained from the recognised Universities/Institutes recognised by the Govt. of India only will be considered.
- III. The Educational Qualifications prescribed for the post are the minimum requirements for eligibility.
- IV. 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, besides indicating the CGPA/OGPA in the application.
- V. Candidates should have obtained the stipulated IBPS score in each objective test and also in aggregate in **the Common Written Examination** conducted for Specialist Officers on 11.03.2012. Candidates should be able to produce the original Score card in support of the scores mentioned in the On-Line application form, if called for further selection processes such as Group Discussion and / or interview.
- VI. Candidates should ensure that they fulfil the eligibility criteria & other norms including being in possession of documents specified in this notification before applying for the post.

3. Relaxation in Upper Age Limit : As on 01.12.2011

Sl	Category	No. of years of relaxation
I	Scheduled Caste/ Scheduled Tribe Candidates	5 years
ii	Other Backward Classes Candidates	3 years
iii	P.W.D - Persons with Disabilities (VI/HI/OC)	10 years
iv.	All persons who have ordinarily been domiciled in Kashmir Division of Jammu & Kashmir State during 01.01.1980 and	5 years

	31.12.1989	
v.	In the case of Ex- servicemen commissioned officers, including ECOs/ 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) otherwise 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, subject to ceiling as per Government guidelines..	5 years
vi.	Persons, children / family members of those affected by 1984 riots	5 years
vii.	Officers who have completed 5 years of service in Regional Rural Banks.	5 years

Note :

- I. An Ex- Serviceman who has once joined a Government job on civil side after availing of the benefits given to him/her as an Ex-Serviceman for his/her re-employment, including a job in the Public Sector Undertaking ceases to enjoy ex-serviceman status for further employment.
- II. 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 in terms of Government guidelines.
- III. All persons eligible for age relaxation under 3 (iv) above must produce the domicile certificate at the time of Group Discussion and/ or 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 the Govt. of Jammu & Kashmir, to the effect that the candidate had ordinarily been domiciled in the Kashmir Division of the State of Jammu & Kashmir during 1st January 1980 to 31st December 1989.
- IV. The children/Family members of those who died in the 1984 riots.
Persons eligible for age relaxation under 3 (vi) above must produce a certificate from the District Magistrate to the effect that they are eligible for relief in terms of the Rehabilitation Package for 1984 Riot Affected Persons sanctioned by the Government and communicated vide Ministry of Finance, Dept. of Financial Services communication No.F.No.9/21/2006-IR dated 27.07.2007
- V. Above relaxations are available only if the candidates fulfil the various conditions prescribed in the Govt. of India orders and instructions in this regard. To claim relaxation in age, fees etc. reserved category candidates must submit a copy of the relevant certificate in support of his/her claim at the time Group Discussion and/ or Interview.

4. Persons with Disabilities

(a) Degree of Disability for Reservation

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 in services / posts who suffer from not less than 40% of relevant disability and is certified by a Medical Board appointed by the Central/State Govt. Applicants

claiming such benefits should produce acceptable certificate in original in support of their claim at the time of Group Discussion and / or Interview conducted by the Bank, if called by the Bank.

(b) Definition of Categories of Disabilities:

(i) An Orthopaedically Challenged (OC) person is one suffering from Locomotor Disability or Cerebral Palsy. Persons who suffer from not less than 40% of relevant disability (as certified by a Medical Board appointed by the Centre/ State Govt) would be eligible for reservation in services/ posts.

Locomotor Disability means disability of the 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 a 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.

(ii) 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.

(iii) Visually Impaired (VI): The visually impaired persons are those suffering from blindness or low vision.

Blindness – refers to a condition where a person suffers from any of the following conditions:

(i) 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 an angle of 20 degree or worse.

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

5. Selection Procedure:

Two-Tier Process.

a) Common Written Examination (CWE) conducted by IBPS (including cut-of marks) :

Candidate should have appeared in the Common Written Examination conducted by IBPS on 11.03.2012 and **declared as qualified** on securing the qualifying marks in each objective test as also the minimum aggregate Total Weighted Standard (TWS) Score as mentioned here under and should be in possession of Valid Score Card issued by IBPS.

IBPS CWE – Specialist Officers – Individual Subjectwise qualifying marks		
Objective Test / Subject	General	SC/ST/OBC/PWD
Test of Reasoning	24 & above	21 & above
Test of English Language	24 & above	21 & above
Test of General Awareness / Test of Quantitative Aptitude	24 & above	21 & above
Test of Professional Knowledge	24 & above	21 & above

Scale	Post	Cut-off Marks in Aggregate TWS Score				
		SC	ST	OBC	GEN	PWD
JMG, SC-I	OFFICER (IT)	120	120	120	128	120
	OFFICER (OL)	90	90	90	96	90
	CIVIL ENGINEER	113	113	113	120	113
	OFFICER (LAW)	113	113	113	121	113
MMG, SC-II	MANAGER (LAW)	113	113	113	121	113

(Note : Those candidates, though holding a valid score card issued by IBPS in the CWE for Specialist Officers but have the marks less than the Score mentioned above in TWSS as well as individual subjects are not eligible to apply.)

b) Group Discussion and Interview OR Interview only to be conducted by the Bank :

Depending upon the number of category-wise vacancies, only a certain number of eligible applicants in the descending order of Total Weighted Standard Score (TWS Score) in the Common Written Examination (CWE) conducted by IBPS, Mumbai in respective category fulfilling the cut-offs as mentioned above, will be called for Group Discussion and Interview or only interview at the discretion of the Bank.

The Group Discussion, if conducted, will be qualifying one i.e. the marks in GD will not be recognised for merit ranking. **Only those candidates who secure the qualifying marks in the Group Discussion will be considered for interview.**

The interview of 30 marks shall be conducted to assess the attributes of the candidates like intelligence, motivation, communication skills, professional knowledge etc. The minimum qualifying marks for interview would be 40% i.e. 12 for General category & 35% i.e. 10 for reserved category candidates. Candidates not qualifying in the interview will not be considered for final selection.

Note : Looking to the requirement and exigencies, Bank may 1) waive / adopt any of the procedures for selection of candidates, 2) relax / increase the cut-offs (TWS Score obtained in CWE) and / or fix the ratio of the candidates to be called for interview. 3) hold supplementary selection process, if necessary.

Final selection:

Only those candidates who have secured the qualifying marks in each objective test and the stipulated minimum TWS score in the CWE and also the minimum qualifying marks in the interview will be considered for final selection. Final Merit List will be prepared in respect of eligible candidates comprising all categories by adding the total weighted standard score (TWS Score) obtained by them in the Common Written Examination (CWE) and Interview and the same will be strictly in descending order of merit. In case two or more candidates secure same aggregate marks, they will be ranked on the basis of their seniority in age.

6. Group Discussion and / or Interview Centres :

The Group Discussion and Interview or only Interview, as the case may be, will be held in different centres and the addresses of the venue will be displayed in the Bank's website approximately one week before the date(s) of commencement of Group Discussion and / or Interview.

Note:a) Request for change of centre of Group Discussion and / or Interview shall not be entertained.

b) Bank reserves the right to cancel any of the centres and / or add some other centre(s) / or rehold GD / Interview depending upon the response, administrative feasibility, exigencies etc.

c) Identity verification: While appearing for GD and / or interview the candidates are requested to produce photo identity such as PAN Card / Passport / Driving Licence / Voter Card / Aadhar Card / Bank Passbook with photograph etc. for verification. In case of doubtful identity, candidates will not be allowed for GD and / or interview.

7. Important Instructions:

- (i) Only candidates who have appeared in the Common Written Examination (CWE) conducted by IBPS, Mumbai and are in possession of valid score card with minimum required score in each objective test as stipulated by the Bank may apply.
- (ii) Payment of application fee and/ or intimation charges by Demand Draft /Cheques/ Money Orders/ Postal Order etc will not be accepted.
- (iii) Application once made will not be allowed to be withdrawn and fees once paid will neither be refunded on any account nor can it be held in reserve for any other selection process.
- (iv) Candidates are advised in their own interest to apply on-line much before the closing date and not to wait till the last date for depositing the fees to avoid the possibility of disconnection/inability/failure to log on the Bank's website on account of heavy internet/website jam.
- (v) The Bank does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of the Bank.
- (vi) Care has to be taken by the applicant while putting information in the On-Line application relating **to relaxation sought based on caste/category etc.**
- (vii) **The advertisement notifying the vacancies is also available on Bank's website www.allahabadbank.in. Candidates are advised to remain in touch with Bank's website for any notification which may be put for further information..**

8 How To Apply:

- (i) **Candidates are required to apply On-Line through website www.allahabadbank.in No other means/ mode of application will be accepted.**
- (ii) **Candidates should ensure that their personal e-mail ID (as specified in the On-Line application form while applying for Common Written Examination (CWE) conducted in March, 2012) is kept active during the currency of this recruitment project. Bank will be sending intimation for call letters for Group Discussion and / or Interview through the recorded e-mail ID. Under no circumstances, he/she should share/mention e-mail ID with/of any other person.**
- (iii) **Applicants are first required to go to the Bank's website www.allahabadbank.in and click on the Home Page and open the link "Recruitment".**
- (iv) **Thereafter, they should open the Recruitment Notification titled "ALLAHABAD BANK SPECIALIST OFFICERS' RECRUITMENT PROJECT-2012-13".**
- (v) **Take a print of the entire Recruitment Notification, including the 'FEES PAYMENT CHALLAN'.**
- (vi) **Fill in the Fees Payment Challan in a clear and legible handwriting in BLOCK LETTERS.**

- (vii) Go to the nearest Allahabad Bank Branch with the Fees payment Challan and pay, in Cash, in the designated Account No. 50104512410 in the name & style of “ALLAHABAD BANK SPECIALIST OFFICERS’ RECRUITMENT PROJECT-2012-13”. The details of fee to be paid is indicated below :

Category of Applicant	Amount of Application Fees/ Intimation Charges (Non-refundable)	Allahabad Bank’s Account No. (in which application fee/ intimation charges to be deposited from 26.05.2012 to 09.06.2012)
SC/ST/Persons With Disabilities (PWD)	Rs. 20/-	50104512410
GEN/OBC	Rs.100/-	

- (viii) Obtain both i.e. the Candidate’s & GD / Interview Copy of the Fee Payment Challan, duly receipted by the Bank with (a) **Branch Name & Code Number**, (b) **Journal number**, (c) **Date of Deposit & amount** filled by the Branch Official.
- (ix) Candidates are now ready to Apply On-Line by re-visiting the **Recruitment link** on the Bank’s website and going to the option “**Click here to Apply On-Line**” under “**ALLAHABAD BANK SPECIALIST OFFICERS’ RECRUITMENT PROJECT-2012-13**” to open up the appropriate On-Line Application Format.
- (x) **Carefully fill in the details from the Fee Payment Challan in the On-Line Application Form at the appropriate places. Fill in all other required information. Ensure that all Biodata details are correctly filled in. Click the Submit button. Retain your Registration No. and Password for further reference safely. After applying On-line, candidates must retain the print out of application form for future reference.**
- (xi) **GD / Interview copy of the Fee Payment Challan is required to be submitted with the Call Letter at the time of GD / Interview. Without the GD/ Interview copy of the Fee Payment Challan, the candidate will not be allowed to appear in the Group Discussion /Interview. Candidates are advised to keep the candidate’s copy of the Fee Payment Challan safely for future use.**
- (xii) **The name of the candidate or his/her father/husband etc. should be spelt correctly in the application as it appears in the certificates/mark sheets. Any change / alteration found may disqualify the candidature.**
- (xiii) There is no provision to modify the submitted On Line Application. Candidate should take utmost care while filling in the On-Line Application.

9. General Instructions:

- Only candidates willing to serve anywhere in India should apply.
- Before applying for the post, the candidates should ensure that they have met with the eligibility criteria and complied with the requirements and adhered to the instructions and terms and conditions contained in this notification. Candidates are therefore advised to carefully read the Notification and complete ON-LINE Application Form and submit the same as per the instructions given in this regard.

Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose or the conduct of Group Discussion / 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 score.

- All candidates will have to produce, if called for Group Discussion / Interview, originals as well as self attested photocopies of their educational certificates/marksheets, NOC from present employer, experience certificates (as applicable), caste certificate, certificate of handicap or any other certificate in support of their eligibility including original Score Card issued by the IBPS, failing which their candidature will be cancelled.

- iv) Mere admission to the Common Written Examination and / or passing the test conducted by IBPS and being invited by the Bank for the Group Discussion / 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 Group Discussion / Interview, selection process even though they may have obtained the desired level of score in the Common Written Examination (CWE) and have been called for Group Discussion / Interview. The Bank would be free to reject any application, at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/ she has applied including use of ineligible SCRIBE in the written test.
- v) Candidates serving in Government/Public Sector Undertakings (including Banks and Financial Institutions) are advised to obtain prior permission from their employer for applying for the post and to submit "No Objection Certificate" from the employer at the time of interview, failing which their candidature will not be considered and travelling expenses, if any admissible, will not be reimbursed.
- vi) (a) Candidates belonging to OBC category but coming under Creamy Layer are not entitled to the benefits of OBC reservation. They should indicate their category as General while making On-Line registration.
- (b) Candidates belonging to and applying for a post under the Reserved SC/ST/OBC/OBC-MC Category are required to submit a photocopy of their caste certificate issued by the Competent Authority (mentioned hereinafter), at the time of GD/ Interview in the format prescribed by the Govt. of India otherwise they may not be allowed for GD/Interview/ considered for the selection process.
- The prescribed formats of the SC/ST/OBC caste/community certificates are available on the Bank's website for ready reference.
- vii) Candidate's admission to the Group Discussion / Interview is strictly provisional. The mere fact that the call letter has been issued to / downloaded by the candidate does not imply that his/her candidature has been finally cleared by the Bank. The candidates' identity including that of Scribe (in case of PWD candidates) will be verified with respect to his / her photograph/signature /other details on the Bio-Data against the identity provided at the time of On-Line registration for CWE as also while appearing for the written examination / other stages of the selection process. Candidates are, therefore, required to bring with them photo, signature and address proofs in original as well photocopies at the time of GD and / or Interview. The detailed Bio data of the scribe including the copy of the mark sheet(s) attested by the scribe, certificate etc. of the qualification last possessed by the Scribe are required to be produced at the time of interview for verification. If the details / identity of the candidate or of the scribe are in doubt, the candidate may not be allowed to appear for GD and / or Interview / considered for the selection process.
- viii) The candidates will have to appear for Group Discussion and/ or interview at their own expense and risk. However, eligible SC/ST outstation candidates attending the Group Discussion / Interview will be reimbursed to and fro second class ordinary train / bus fare by the shortest route on production of evidence of travel as per Govt. guidelines. The Bank will not be responsible for any injury/losses, etc of any nature.
- ix) Candidates should ensure that the signatures appended by them in all the places, viz. in their call letter, bio-data form, attendance sheet etc. and in all correspondences with the Bank in future, are identical and there should be no variation of any kind.

- x) The candidates must affix their recent coloured passport size photograph from the same negative at the places indicated in the call letter and must sign across the photograph after it is affixed so that a part of the signature spreads over the call letter beyond the photograph. They should also keep some copies of the same photograph for future, if required. Please note that Black & White photograph will not be accepted and call letters containing such photograph will be treated as rejected.
- xi) Appointment of selected candidates in Bank's service is subject to their being found eligible, medically fit, having satisfactory references from respectable referees, police verification of antecedents, caste / community certificate, execution of Financial cum Surety Bond and other compliances. Such appointments will also be subject to the Service & Conduct Rules of the Bank.
- xii) In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms / or that he/she has furnished any incorrect/ false information / certificate/ documents or has suppressed any material fact (s) like past employment, criminal case pending / taken in the past / details of scribe used in CWE etc., his/her candidature will stand cancelled. If any of these shortcomings/ concealment is / are detected even after appointment, his/ her service is / are liable to be terminated.
- xiii) Any request for change of address /email ID will not be entertained.
- xiv) Canvassing in any form will be a disqualification.
- xv) No candidate is permitted to use calculators, mobile phones, pagers or any other gadgets/ instruments during the selection process.
- xvi) In case any dispute arises on account of interpretation in version other than English, English version will prevail.
- xvii) Any dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Kolkata.
- xviii) **Competent Authority for Issue of Certificate to SC/ST/OBC/PWD is as under:**
 - (a) For SC/ST/OBC – District Magistrate/ Addl. Distt. Magistrate/ Collector/ Deputy Commissioner/ Addl. 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 (PWD)– the Competent Authority to issue Disability Certificate shall be a Medical Board duly constituted by the Central or State Govt. The Central/ State Govt. may constitute Medical Boards consisting of at least 3 members out of which one shall be a specialist in the particular field for assessing locomotor/ cerebral/ visual/ hearing disability as the case may be.
- xix) **Action Against Candidates Found Guilty of Misconduct:**

Candidates are advised in their own interest that they should not furnish any particulars which are false, tampered, fabricated and should not suppress any material information while filling up the application form. At the time of CWE, Group Discussion / 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 Group Discussion and/or 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 including use of improper / ineligible scribe in CWE or at the time of interview, joining / any time in future, vi) furnishing false information/declaration or suppressing facts regarding past employment and antecedents, such candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable :

- (a) To be disqualified from the selection process 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 Allahabad Bank.
- (c) For termination of service, if he/ she has already joined the Bank.

xx) Call Letters for Group Discussion / Interview:

All eligible candidates will be required to download their call letter from the Bank's website www.allahabadbank.in by entering his/her details. Candidates should note that the call letters will not be sent through post/courier etc.

Candidate has to affix his/ her coloured photograph on the call letter. Candidate has to bring this call letter along with original fee payment challan and requisite enclosures while attending the Group Discussion / Interview without which they will not be allowed to take up the Group Discussion / Interview.

The above advertisement is also displayed in the Bank's website www.allahabadbank.in Candidates who will apply are requested to visit "Recruitment" Section on Bank's Website frequently for updates (including date/s for Group Discussion and/ or interview, results etc.) which may be put up for information.

Place : Kolkata
Date: 18.05.2012

General Manager (HR)