



**RECRUITMENT OF SPECIALIST CADRE OFFICERS IN STATE BANK OF INDIA ON REGULAR AND CONTRACTUAL BASIS**  
**ADVERTISEMENT No. CRPD/SCO/2023-24/09**

**ONLINE REGISTRATION OF APPLICATION AND ONLINE PAYMENT OF FEE: FROM 01.06.2023 TO 21.06.2023**

**State Bank of India invites On-line application from Indian Citizen for appointment in the following Specialist Cadre Officer Posts on Regular and Contractual Basis. Candidates are requested to apply On-line through the link given in Bank's website <https://bank.sbi/web/careers>**

1.	The process of Registration will be completed only when fee is deposited with the Bank through online mode on or before the last date for payment of fee.
2.	Before applying, candidates are requested to ensure that they fulfil the eligibility criteria for the post as on the date of eligibility.
3.	Candidates are required to upload xerox copies of all required documents (i.e. resume, ID proof, age proof, educational qualification, experience certificate, caste certificate, EWS Certificate, PwBD Certificate etc.) failing which their application / candidature will not be considered for shortlisting/ interview.
4.	Short listing will be provisional without verification of documents. In case a candidate is called for interview and is found not satisfying the eligibility criteria (i.e. Age, Educational Qualification caste certificate, EWS Certificate, PwBD Certificate and Experience etc.) he/ she will neither be allowed to appear for the interview nor be entitled for reimbursement of any travelling expenses.
5.	Candidates are advised to check <b>Bank's website <a href="https://bank.sbi/web/careers">https://bank.sbi/web/careers</a></b> regularly for details and updates (including the list of shortlisted/ qualified candidates).
6.	The Call (letter/ advice), where required, will be sent by e-mail only ( <b>No hard copy will be sent</b> ).
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 not to be sent to this office.
10.	<b>Candidate is allowed to apply for more than one post.</b>

**A. DETAILS OF POSTS/VACANCIES/SUGGESTED PLACE OF POSTING/SELECTION PROCESS:**

**CONTRACTUAL POSITION:**

Post No	Name of Post	Grade / Scale / Position	Vacancies							PwBD # (Horizontal vacancy)				Age as on 01/04/2023 (Years)		Suggested place of posting	Selection Procedure
			SC	ST	OBC	EWS	GEN	Total	VI	HI	LD	d&e	Min	Max			
1	Senior Vice President & Head (Marketing)	Contractual - TEGS VI	--	--	--	--	1	1	1	--	--	--	40	50	Mumbai or at any places as decided by the Bank.	Shortlisting and Personal Interview followed by CTC negotiation	

For vacancies of Contractual Basis: **Contract Period - 3 Years @ Renewable for a further period of 2 years at the discretion of the Bank (Total contract period would be limited to 5 years). The contract can be terminated without assigning any reason by giving three month's notice period from either side or on payment / surrender of three month's compensation amount in lieu thereof.**

**REGULAR POSITION:**

Post No	Name of Post	Grade / Scale / Position	Vacancies							PwBD # (Horizontal vacancy)				Age as on 31/12/2022 (Years)		Suggested place of posting	Selection Procedure
			SC	ST	OBC	EWS <sup>^</sup>	GEN	Total	VI	HI	LD	d&e <sup>§</sup>	Min	Max			
2	Assistant General Manager (Marketing) / Chief Manager (Marketing)	SMGS-V / SMGS-IV	2	1	4	1	10	18	1	--	--	--	(For AGM): Min 35 & Max: 45 (For CM): Min 30 & Max: 40	Anywhere in India	Shortlisting and Personal Interview		

#PwBD Vacancies are Horizontal and included in total vacancies. <sup>^</sup> EWS vacancies are tentative and subject to further directives of Government of India & outcome of any litigation. Relaxation in upper age for reserved categories is as per GOI guidelines.

**Abbreviations:** SC-Scheduled Caste; ST-Scheduled Tribe; OBC-Other Backward Classes; EWS: Economically Weaker Sections; Gen - General; PwBD-Person with Benchmark Disability; VI- Visually Impaired, HI-Hearing Impaired, LD- Locomotive Disability, § d&e Include PwBDs as mentioned in clause (d) & (e) of The Rights of Persons with Disabilities Act 2016. SMGS-IV - Senior Management Grade Scale Four, SMGS-V - Senior Management Grade Scale Five.

**Transfer Policy:** The Bank reserves the right to transfer the services of such officers 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. **Request for posting/transfer to a specific place/office may not be entertained**

**NOTE:**

1.	Candidate belonging to OBC category but coming in the 'Creamy Layer' are not entitled to OBC reservation and age relaxation. They should indicate their category as General or General (LD/VI/HI/D&E), as the case may be. OBC category candidate should submit the OBC certificate on <b>format prescribed by Govt. of India</b> , having Non-Creamy Layer clause issued during the period 01.04.2023 to the date of interview.
2.	The number of vacancies including reserved vacancies mentioned above are provisional and may vary according to the actual requirement of the Bank.
3.	Bank reserves the right to cancel or modify the recruitment process entirely or partially at any stage / time.
4.	Maximum age indicated is for General category candidates. <b>Relaxation in upper age limit</b> will be available to reserved category candidates as per Govt. of India guidelines (wherever applicable).
5.	Reservation for Person with Disability (PwBD) is horizontal within the overall vacancies for the post and is included in the vacancy of the respective parent category.
6.	PwBD candidate should produce a certificate issued by a competent authority as per the Govt of India guidelines.
7.	Reservation to Economically Weaker Section (EWS) in recruitment is governed by Office Memorandum no. 36039/1/2019-Estt (Res) dated 31.01.2019 of Department of Personnel & Training, Ministry of Personnel, Public Grievance & Pensions, Government of India. 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. Benefit of Reservation under EWS category can be availed of only upon production of <b>"Income and Asset Certificate"</b> issued by the <b>competent authority on the format prescribed by Govt. of India</b> for the relevant financial year as per the extant DOPT guidelines. The EWS candidates should note that in case, they are <b>not in possession of "Income &amp; Asset Certificate"</b> for the relevant financial year as per the extant DOPT guidelines <b>on or before the closure of online application date</b> , such candidates <b>should apply under "General Category" only.</b>
8.	Maximum age indicated is for General category candidates. Relaxation in upper age limit will be available to reserved category candidates as per Government of India Guidelines.
9.	In cases where experience in a specific field is required, the relevant experience certificate must contain specifically that the candidate had experience in that specific field.
10.	In cases the certificate of degree/diploma does not specify the field of specialization, the candidate will have to produce a certificate from the concerned university/college specifically mentioning the specialization.

11.	In case the certificate of post graduate degree does not specify division and/or percentage marks, the candidate has to produce a certificate from the concerned university/college specifically mentioning the division and / or equivalent percentage marks as the case may be.
12.	The educational qualification prescribed for various posts are the minimum. Candidate <b>must possess the qualification and relevant full-time experience</b> as on specified dates
13.	Candidate belonging to reserved category including Person with 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.
14.	The reservation under various categories will be as per prevailing Government Guidelines
15.	The relevant experience certificate from employer must contain specifically that the candidate had experience in that related field as required.
16.	Caste certificate issued by Competent Authority on <b>format prescribed by the Government of India</b> will have to be submitted by the SC/ST/ OBC (Non-creamy layer) candidates.

**B. DETAILS OF THE REQUIREMENTS OF EDUCATIONAL QUALIFICATIONS/POST-QUALIFICATION EXPERIENCES/SPECIFIC SKILLS ETC**

POST NO.	POST	BASIC QUALIFICATION / EDUCATIONAL QUALIFICATION (AS ON 01.04.2023)	OTHER QUALIFICATION (AS ON 01.04.2023)	WORK EXPERIENCE (AS ON 01.04.2023)	Specific Skills required
1.	Senior Vice President & Head (Marketing)	MBA / PGDM or its equivalent with specialization in MBA (Marketing) with Finance as one of the subjects or MBA (Finance) with marketing as one of the subjects or MBA (Dual) Specialization in Finance & Marketing.	Candidates with B.E./ B. Tech. / CA will be preferred	Minimum 14 years post qualification experience in marketing in Banks / Financial Institutions / NBFCs /Rating Agencies/ Big Four Audit Companies / Insurance Companies / Multinational Companies.	a) Outstanding communication, presentation, and leadership skills. b) Sharp analytical and problem-solving skills. c) Product marketing and management skills d) Campaign management, event and sponsorship skills.

POST NO.	POST	BASIC QUALIFICATION / EDUCATIONAL QUALIFICATION (AS ON 31.12.2022)	WORK EXPERIENCE (AS ON 31.12.2022)	Specific Skills required
2.	Assistant General Manager (Marketing)  Chief Manager (Marketing)	Graduate (any discipline) & MBA / PGDBM or its equivalent with specialization in Marketing / Finance from Institutes recognized / approved by Govt. bodies / AICTE/UGC.	<b>Minimum 12 Years</b> Post qualification experience in Supervisory / Management role in the field of marketing of wholesale / corporate credit and other financial products in a: i. Scheduled commercial Bank (including SBI). ii. Public sector or listed Financial Institution / Company. (Preference will be given to candidates having experience in marketing (with technical and financial background))  <b>Minimum 10 Years</b> Post qualification experience in Supervisory / Management role in the field of marketing of wholesale / corporate credit and other financial products in a: i. Scheduled commercial Bank (including SBI). ii. Public sector or listed Financial Institution / Company. (Preference will be given to candidates having experience in marketing (with technical and financial background))	a) Outstanding communication, presentation, and leadership skills. b) Sharp analytical and problem-solving skills. c) Product marketing and management skills. d) Campaign management, event and sponsorship skills.

**C. JOB PROFILE & KEY RESPONSIBILITY AREAS:**

POST	Job Profile (Detail description of role, Responsibilities, and functions)	Key Responsibility Areas
<b>SENIOR VICE PRESIDENT &amp; HEAD (MARKETING)</b>  <b>COMPARABLE GRADE, TEGS-VI (Contractual)</b>	<ul style="list-style-type: none"> <li>➤ Scan the environment with the help of AMTs and strategize marketing for well rated corporate customers.</li> <li>➤ Visit Corporates/ Institutions and Govt. departments (State, Central &amp; Quasi) for marketing of liability and asset products/ services.</li> <li>➤ Make presentations to clients and follow up subsequently to capture of business.</li> <li>➤ Retain portfolio of well rated customers by increased touch points and multiple frequent interactions.</li> <li>➤ Target cash rich corporates / MNCs not requiring credit facilities but with potential for miscellaneous business (non-credit) that can be source for safer and risk-free other income.</li> <li>➤ Prepare data base of potential customer (both banking with SBI or otherwise)</li> <li>➤ Ensure for delivery of income (fee and float) and other target allotted.</li> <li>➤ Enhance SBI market share in corporate credit.</li> <li>➤ Capture entire value chain partners of ecosystem.</li> </ul> <p>Will have to additional role to:</p> <ol style="list-style-type: none"> <li>a) Organize and lead the marketing team.</li> <li>b) Build, plan and implement the marketing strategy.</li> </ol>	<ul style="list-style-type: none"> <li>➤ New client acquisition for CCG / CAG on the basis of actual business booked, not on lead given.</li> <li>➤ Increase in our wallet share in existing customers business.</li> <li>➤ Improvement in Portfolio Quality index (PQI)</li> <li>➤ Growth in fee income for CCG/ CAG.</li> <li>➤ Fee income for the Bank from retail business through large employee base of corporates lending and cross sell.</li> <li>➤ Capture the entire ecosystem of customers i.e. vendor finance, dealer finance, CMP etc.</li> </ul>
Assistant General Manager (Marketing) / Chief Manager (Marketing) Grade / Scale: SMGS-V/ SMGS-VI (Regular Positions)	<ul style="list-style-type: none"> <li>➤ Scan the environment with the help of AMTs and strategize marketing for well rated corporate customers.</li> <li>➤ Visit Corporates/ Institutions and Govt. departments (State, Central &amp; Quasi) for marketing of liability and asset product/ services.</li> <li>➤ Make presentations to client and follow up subsequently to capture of business.</li> <li>➤ Retain portfolio of well rated customers by increased touch points and multiple frequent interactions.</li> <li>➤ Target cash rich corporates / MNCs not requiring credit facilities but with potential for miscellaneous business (non-credit) that can be source for safer and risk-free other income.</li> <li>➤ Prepare data base of potential customer (both banking with SBI or otherwise)</li> <li>➤ Ensure for delivery of income (fee and float) and other target allotted.</li> <li>➤ Enhance SBI market share in corporate credit.</li> <li>➤ Capture entire value chain partner of ecosystem.</li> </ul>	<ul style="list-style-type: none"> <li>➤ New client acquisition for CCG / CAG on the basis of actual business booked, not on lead given.</li> <li>➤ Increase in our wallet share in existing customers business.</li> <li>➤ Improvement in Portfolio Quality index (PQI)</li> <li>➤ Growth in fee income for CCG/ CAG</li> <li>➤ Fee income for the bank from retail business through large employee base of corporate lending and cross sell.</li> <li>➤ Capture the entire ecosystem of customers i.e. vendor finance, dealer finance, CMP etc.</li> </ul>

**REMARKS: Job profile/KRAs mentioned above are illustrative. Roles/Job/KRAs, in addition to above, may be assigned by the bank from time to time for the above posts.**

**D. GRADE, PROBATION PERIOD & RENUMERATION:**

**FOR CONTRACTUAL POSITIONS: SENIOR VICE PRESIDENT & HEAD (MARKETING)**

COMPARABLE GRADE	CTC *	CONTRACT PERIOD / NOTICE PERIOD / LEAVE												
TEGS-VI (Contractual)	<p><b>Rs. 50 Lacs-55 Lacs</b> (CTC will be bifurcated into Fixed Pay and Variable Pay in 70:30 ratio)</p> <p><b>Annual Increment: Nil</b></p> <p><b>Variable Pay:</b> The contractual officers shall become eligible for payment of variable pay subject to securing minimum qualifying 90% marks in the performance appraisal of the relevant period. Appraisal will also be complied at half yearly intervals as on 31<sup>st</sup> March and 30<sup>th</sup> September. The variable pay will be paid only for the completed half year. In other words, if the job contract is terminated from either side, before completion of half year, no variable pay will be paid. Payment shall be subject to deduction of income tax from the contractual officer. The variable pay structure, depending on the performance of the contractual officer will be as under:</p> <table border="1"> <thead> <tr> <th>Marks in the performance Appraisal</th> <th>Percentage of variable compensation based on achievement of scores</th> </tr> </thead> <tbody> <tr> <td>99 to 100%</td> <td>100%</td> </tr> <tr> <td>97 to 98.99%</td> <td>90%</td> </tr> <tr> <td>94 to 96.99%</td> <td>80%</td> </tr> <tr> <td>90 to 93.99%</td> <td>70%</td> </tr> <tr> <td>Below 90%</td> <td>NIL</td> </tr> </tbody> </table> <p>In the first year of engagement, the appraisal and release of variable pay would be only once as under:</p> <ul style="list-style-type: none"> <li>In the 1<sup>st</sup> year, appraisal will be done as on 31<sup>st</sup> march or 30<sup>th</sup> September, whichever falls first after the completion of first six months of joining.</li> <li>The variable pay will be calculated for entire period on which the appraisal has been done, i.e. from the date of joining to the date of appraisal.</li> <li>After the first appraisal, further appraisals will be done either on 31<sup>st</sup> March or 30<sup>th</sup> September, depending upon the last appraisal date and the performance criteria. Further, in case the contract ends before the completion of 6 months the variable pay will be released on pro-rata basis.</li> <li>The post being purely contractual hence the official will not be eligible to claim the benefits that are available to the regular employees.</li> </ul>	Marks 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	<p><b>Contract Period:</b></p> <p>3 Years.</p> <p>Renewable for a further period of 2 years at the sole discretion of the Bank. (The Contract period would be limited to 5 years)</p> <p><b>Notice Period:</b></p> <p>The contract can be terminated without assigning any reason by giving three months' notice from either side or on payment / surrender of three months compensation amount in lieu thereof.</p> <p><b>Leave:</b></p> <p>30 days during a financial year. For the purpose of computation of leave, intervening Sunday / holiday shall not be included.</p> <p>The selected official will be governed by the terms and conditions of contract that will be signed by the employee with Bank.</p>
Marks 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													

**FOR REGULAR POSITIONS: ASSISTANT GENERAL MANAGER / CHIEF MANAGER (MARKETING)**

GRADE	PAY SCALE	REMARKS
Assistant General Manager (Marketing) Senior Management Grade Scale – V	Rs.89890 - 2500/2 - 94890-2730/2-100350	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. The Official will be governed by SBIOSR.
Chief Manager (Marketing) Senior Management Grade Scale – IV	Rs 76010 - 2220/4 - 84890 – 2500/2 - 89890	
<b>CAREER PROGRESSION</b>	Career path for regular officers (SMGS-IV/V) will be available up-to the grade of TEGS-VI	

**E. SELECTION PROCESS: The selection will be based on**

**Short-listing & interview (for regular post- Assistant General Manager (Marketing) / Chief Manager (Marketing) & short-listing, interview & CTC negotiation (for contractual post)**

- 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 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.**
- Interview:** interview will carry 100 marks. The qualifying marks in interview will be decided by Bank. **No correspondence will be entertained in this regard.**
- 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.

**E. HOW TO APPLY:** Candidates should have valid email ID/Mobile phone number which should be kept active till the declaration of result. It will help him/her in getting call letter/Interview advises etc. by email or over mobile by SMS.

GUIDELINES FOR FILLING ONLINE APPLICATION:	GUIDELINES FOR PAYMENT OF FEES:
<p>i. Candidates will be required to register themselves online through the link available on SBI website <a href="https://bank.sbi/careers">https://bank.sbi/careers</a> and pay the application fee using Internet Banking/ Debit Card/ Credit Card etc.</p> <p>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 Document').</p> <p>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.</p> <p>iv. After registering online, the candidates are advised to take a printout of the system generated online application forms</p>	<p>i. Application fees and Intimation Charges (Non-refundable) is Rs 750/- (Rupees Seven Hundred Fifty only) for General/EWS/OBC candidates and no fees/intimation charges for SC/ ST/ PwBD candidates.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>v. If the online payment of fee is not successfully completed in first instance, please make fresh attempts to make online payment.</p> <p>vi. A provision is there to reprint the e-Receipt and Application form containing fee details, at later stage.</p> <p>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.</p>

**F. 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.**

**G. HOW TO UPLOAD DOCUMENTS:**

<p><b>a. Details of Document to be uploaded:</b></p> <p>I. Recent Photograph</p> <p>II. Signature</p> <p>III. Detailed Resume (PDF)</p> <p>IV. ID Proof (PDF)</p> <p>V. Proof of Date of Birth (PDF)</p> <p>VI. Caste certificate, (if applicable) (PDF)</p> <p>VII. PwBD certification (if applicable) (PDF)</p> <p>VIII. Educational Certificates: Relevant Mark-Sheets/ Degree Certificate (PDF)</p> <p>IX. Experience certificates (PDF)</p> <p>X. Form-16/Offer Letter/Latest Salary slip from current employer (PDF)</p> <p><b>b. Photograph file type/ size:</b></p> <p>I. Photograph must be a recent passport style color picture.</p> <p>II. Size of file should be between 20 kb - 50 kb and Dimensions 200 x 230 pixels (preferred)</p> <p>III. Make sure that the picture is in color, taken against a light-colored, preferably white, background.</p> <p>IV. Look straight at the camera with a relaxed face</p> <p>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</p> <p>VI. If you have to use flash, ensure there's no "red-eye"</p> <p>VII. If you wear glasses make sure that there are no reflections, and your eyes can be clearly seen.</p> <p>VIII. Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.</p> <p>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 color etc., during the process of scanning.</p> <p><b>c. Signature file type/ size:</b></p> <p>i. The applicant has to sign on white paper with Black Ink pen.</p> <p>ii. The signature must be signed only by the applicant and not by any other person.</p> <p>iii. The signature will be used to put on the Call Letter and wherever necessary.</p> <p>iv. Size of file should be between 10 kb - 20 kb and Dimensions 140 x 60 pixels (preferred).</p> <p>v. Ensure that the size of the scanned image is not more than 20 kb.</p> <p>vi. Signature in CAPITAL LETTERS shall NOT be accepted.</p>	<p><b>d. Document file type/ size:</b></p> <p>i. All Documents must be in PDF</p> <p>ii. Page size of the document to be A4 Document file type/ size (contd.)</p> <p>iii. Size of the file should not be exceeding 500 kb.</p> <p>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</p> <p><b>e. Guidelines for scanning of photograph/ signature/ documents:</b></p> <p>i. Set the scanner resolution to a minimum of 200 dpi (dots per inch)</p> <p>ii. Set Color to True Color</p> <p>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).</p> <p>iv. The photo/ signature file should be JPG or JPEG format (i.e. file name should appear as: image01.jpg or image01.jpeg).</p> <p>v. Image dimensions can be checked by listing the folder/ files or moving the mouse over the file image icon.</p> <p>vi. Candidates using MS Windows/ MSOffice can easily obtain photo and signature in .jpeg format not exceeding 50 kb &amp; 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) &amp; 20 kb (signature) by using crop and then resize option (Please see point (i) &amp; (ii) above for the pixel size) in the 'Image' menu. Similar options are available in another photo editor also.</p> <p>vii. While filling in the Online Application Form the candidate will be provided with a link to upload his/her photograph and signature.</p> <p><b>f. Procedure for Uploading Document:</b></p> <p>I. There will be separate links for uploading each document.</p> <p>II. Click on the respective link "Upload"</p> <p>III. Browse &amp; select the location where the JPG or JPEG, PDF, DOC or DOCX file has been saved.</p> <p>IV. Select the file by clicking on it and click the 'Upload' button.</p> <p>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</p> <p>VI. Once uploaded/ submitted, the Documents uploaded cannot be edited/ changed.</p> <p>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. <b>If the face in the photograph or signature is unclear the candidate's application may be rejected.</b></p>
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#### H. GENERAL INFORMATION:

<p>I. Before applying for a post, the applicant should ensure that he/ she fulfils 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.</p> <p>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.</p> <p><b>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 APPOINTMENT, HIS/ HER SERVICES ARE LIABLE TO BE TERMINATED, FORTHWITH.</b></p> <p>IV. The applicant should ensure that the application is strictly in accordance with the prescribed format and is properly and completely filled.</p> <p>V. Appointment of selected candidate (Both Contractual &amp; Regular) 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 and conduct rules of the Bank for such post in the Bank, in force at the time of joining the Bank.</p> <p>VI. Candidates are advised to keep their e-mail ID/mobile number active for receiving communication viz. call letters/ Interview date advice etc.</p> <p>VII. The Bank takes no responsibility for any delay in receipt or loss of any communication.</p> <p>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.</p> <p>IX. In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.</p> <p>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.</p>	<p><b>XI. DECISIONS 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.</b></p> <p>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.</p> <p>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.</p> <p>XIV. In case of multiple application, only the last valid (completed) application will be retained, and the application fee/ intimation charge paid for other registration will stand forfeited. Multiple appearance by a candidate for a single post in interview will be summarily rejected/ candidature cancelled.</p> <p>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.</p> <p>XVI. Outstation candidates, who may be called for interview after short-listing will be reimbursed the cost of travelling by Railway-AC Three tier (mail or express only) for the shortest route in India OR the actual travel cost in India (whichever is lower) on the basis of actual journey. Local transportation will not be reimbursed. A candidate, if found ineligible for the post will not be permitted to appear for the interview and will not be reimbursed any fare.</p> <p><b>XVII. BANK RESERVES RIGHT TO CANCEL OR MODIFY THE RECRUITMENT PROCESS ENTIRELY OR PARTIALLY AT ANY STAGE.</b></p> <p>XVIII. At the time of interview, the candidate will be required to provide details regarding criminal case(s) pending against him/her, if any. The Bank may also conduct independent verification, inter alia, including verification of Police Records etc. The Bank reserves the right to deny the appointment depending upon such disclosure and/or an independent verification. In case of suppression of any pending criminal case, the candidature is liable to be cancelled, even after appointment of the official.</p>
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FOR ANY QUERY, PLEASE WRITE TO US THROUGH LINK "CONTACT US" WHICH IS AVAILABLE ON BANK'S WEBSITE (URL – <https://bank.sbi/web/careers/post-your-query>)

The Bank is not responsible for printing errors, if any

MUMBAI

01.06.2023

GENERAL MANAGER (RP & PM)