



**Lateral Recruitment of Specialist Officers in SMGS V**

Bank invites applications from Indian Citizens for the aforesaid posts.

Before applying, candidates are advised to ensure that they fulfill the stipulated eligibility criteria.

**IMPORTANT DATES:**

Commencement of date of on-line application	23.07.2024
Last Date of online application	06.08.2024
All revisions/ Corrigendum (if any) will be hosted on Bank's website only.	

**1. DETAILS OF POSTS AND RESERVATION**

S. No	Post	Scale	No. of Vacancies						Of which PWD			
			SC	ST	OBC	EWS	UR	TOTAL	VI	HI	OC	MD/ID
I	Assistant General Manager - Cyber Security	SMGS- V	-	-	-	-	1	1	-	-	-	-
II	Assistant General Manager - Corporate Credit Project Finance	SMGS- V	-	-	-	-	1	1	-	-	-	-
III	Assistant General Manager - Data Protection Officer	SMGS- V	-	-	-	-	1	1	-	-	-	-
IV	Assistant General Manager - Board Secretary	SMGS- V	-	-	-	-	1	1	-	-	-	-
V	Assistant General Manager - MSME Credit	SMGS- V	-	-	-	-	1	1	-	-	-	-
VI	Assistant General Manager - Principal Staff Training College	SMGS- V	-	-	-	-	1	1	-	-	-	-

**Abbreviations Stands for –**

SC – Scheduled Caste, ST – Scheduled Tribe, OBC – Other Backward Classes, EWS- Economically Weaker Section, UR – Un reserved, PWD-Persons With Disability, VI- Visual Impaired, HI- Hearing Impaired, OC- Orthopedically Challenged, ID- Intellectual Disability, MD- Multiple Disability.



**2. RELAXATION IN UPPER AGE LIMIT** (in case of candidates belonging to following categories)

Sl.No.	Category	No. of years of relaxation
i)	Scheduled Caste/ Scheduled Tribe	5 years
ii)	Other Backward Classes(Non-creamy layer)	3 years
iii)	Persons With Benchmark Disabilities as defined under "The Rights of Persons with Disabilities Act,2016"	10 years
iv)	Ex-Servicemen: Ex-service Commissioned Officers, including ECOs/ SSCOs, who have rendered at least 05 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within one year from the last date for receipt of applications) 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 invalidment.	5 years
v)	Persons affected by 1984 riots	5 years

**Note:**

- The relaxation in upper age limit to SC/ST/OBC candidates is allowed on cumulative basis with only one of the remaining categories for which age relaxation is permitted as mentioned above in Point No. 2(iii) to 2(v).
- Candidates claiming relaxation under 2 (i to iii) should enclose necessary certificate as documentary proof.

**RESERVATIONS:**

Reservation for SC/ST/OBC/EWS candidates will be provided as per government guidelines. Candidates belonging to and applying under "reserved SC/ST/OBC category" or claiming reservation under EWS are required to submit a certificate regarding his/her 'Community' OR EWS status in the prescribed format " FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES(Annexure-I) AND ECONOMICALLY WEAKER SECTION APPLICANTS APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA" (Annexure-II), SC/ST (Annexure-III) and the OBC certificate should contain the "Non-creamy Layer Clause" which is not more than one year old and EWS certificate issued for the financial year prior to the year of application. Candidates who fail to produce the above certificate will not be considered under the OBC category or EWS whichever is applicable.

**The competent authority for the issue of the certificate to SC/ST/OBC/EWS/ Persons with Benchmark Disabilities (PwBD) is as under:**

**For SC/ST/OBC/EWS:** (i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ First Class Stipendiary Magistrate/ City Magistrate/ Sub-Divisional Magistrate (not below the rank of First Class Stipendiary Magistrate/ Taluk Magistrate/ Executive magistrate/ Extra Assistant



Commissioner (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate/ Presidency Magistrate (iii) Revenue Officer not below the rank of Tehsildar (iv) Sub-divisional officer of the area where the candidate and or his family normally resides.

### **Reservation for Persons with Benchmark Disabilities**

Under section 34 of "The Rights of Persons with Disabilities Act, 2016", persons with benchmark disabilities are eligible for Reservation. The reserved categories of disabilities mentioned under this Act are namely:

- a. Blindness and low vision;
- b. deaf and hard of hearing;
- c. locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- d. autism, intellectual disability, specific learning disability and mental illness;
- e. *multiple* disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities:

Note: Definition of the above specified disabilities will be as per "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016" and authorized certifying authority will be the Medical Board of the District level consisting of Chief Medical Officer, Sub-Divisional Medical Officer in the District and an Orthopedic/ Ophthalmic/ ENT Surgeon or any person designated as certifying authority by appropriate government.

Candidates belonging to SC, ST, OBC, EWS, PwBD categories have to submit certificates (attached) in support of it at the time of Interview.

### **Guidelines for Persons with Benchmark Disabilities using a Scribe**

- a. The visually impaired candidates and candidates whose writing speed is adversely affected permanently for any reason can use their own scribe at their cost during the online examination. In all such cases where a scribe is used, the following rules will apply:
- b. The candidate will have to arrange his / her own scribe at his/her own cost.
- c. The scribe should be from an academic discipline different from the one stipulated for the post.
- d. Both the candidate as well as scribe will have to give a suitable undertaking confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe mentioned above. Further in case it later transpires that he/she did not fulfill any laid down eligibility criteria or suppressed material facts the candidature of the applicant will stand cancelled, irrespective of the result of the selection process.
- e. Those candidates who use a scribe shall be eligible for compensatory time of 20 minutes or otherwise advised for every hour of the examination.
- f. The scribe arranged by the candidate should not be a candidate for the online examination under this selection process. If violation of the above is detected at any stage of the process, candidature for selection process of both the candidate and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favorably entertained.



- g. Only candidates registered for compensatory time will be allowed such concessions since compensatory time given to candidates shall be system based, it shall not be possible for the test conducting agency to allow such time if he / she is not registered for the same. Candidates not registered for compensatory time shall not be allowed such concessions.
- h. During the exam, at any stage, if it is found that scribe is independently answering the questions, the exam session will be terminated and candidate's candidature will be cancelled. The candidature of such candidates using the services of a scribe will also be cancelled if it is reported after the examination by the test administrator personnel that the scribe independently answered the questions. In such cases, the Candidate and scribe may also be debarred either permanently or for a specified period from all Punjab and Sind Bank examinations.

**Guidelines for candidates with locomotor disability and cerebral palsy**

- a. A Compensatory time of twenty minutes per hour or otherwise advised shall be permitted for the candidates with locomotor disability and cerebral palsy where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment).

**Guidelines for Visually Impaired candidates**

- a. Visually Impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font and all such candidates will be eligible for compensatory time of 20 minutes for every hour or otherwise advised of examination.
- b. The facility of viewing the contents of the test in magnifying font will not be available to Visually Impaired candidates who use the services of a Scribe for the examination.
- c. These guidelines are subject to change in terms of GOI guidelines/ clarifications, if any, from time to time.

**Note:**

- a) The above number of vacancies are provisional and may vary according to actual requirement of the Bank, subject to availability of suitable candidates.
- b) The selected candidates may be posted anywhere in India, depending on the requirement of the Bank.
- c) Bank will consider the eligibility of candidates based on their suitability and experience in the respective field.
- d) Merely 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.

**3. ELIGIBILITY CRITERIA (as on 31.05.2024)**

**Nationality / Citizenship:**

A candidate must be either (i) a Citizen of India or (ii) a subject of Nepal or (iii) a subject of Bhutan or (iv) a Tibetan Refugee who came over to India before 1st Jan. 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 Govt. of India. A candidate in whose case a certificate of eligibility is necessary may be admitted to the interview 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.

#### **I. Assistant General Manager-Cyber Security in SMGS-V:**

- a. **Age:** Maximum Age 45 years
- b. **Qualification:** B.E./ B. Tech/ M.Tech in Computer Science/ Information Technology/ Electronics/ Electrical & Electronics/ Electronics & Communication or equivalent qualification from recognized University  
OR  
MCA or Masters with specialization in Information Technology/ Information Security / Cyber security from recognized University.
- c. **Experience:** Minimum of 10 Years' of post qualification experience in BFSI Sector with 5 years of experience in Information Security out of which 1 Year of experience at Senior / Head level position in Information Security, equivalent to Scale IV and above in the Bank.

#### **II. Assistant General Manager-Corporate Credit Project Finance in SMGS-V**

- a. **Age:** Maximum Age 45 years
- b. **Qualification:** Graduate (In any discipline) and CA/CFA/CMA  
OR  
Post Graduate Degree with specialization in finance.
- c. **Experience:** Minimum 10 Years work experience in Public/Private/Foreign Bank with minimum 4 Years exposure in corporate credit. Last assignment should be in senior management grade or above in related field for minimum 1 year in any Public/Private/Foreign Bank.

#### **III. Assistant General Manager-Data Protection Officer in SMGS-V:**

- a. **Age:** Maximum Age 45 years
- b. **Qualification:** B.E. / B.Tech. / M.E./ M.Tech in Software Engineering / Computer Science & Engineering/ Information Technology / Computer Technology / Electronics / Electronics & Communications / MCA or equivalent qualification from a University recognized by the Govt. Of India / Govt. bodies / AICTE etc.
- c. **Experience:** Minimum post qualification experience of 10 years in the Banking Services or Financial Services, out of Which minimum 01 years experience in Scale-III or IV in Data Privacy and Data Security.

#### **IV. Assistant General Manager-Board Secretary in SMGS-V:**

- a. **Age:** Maximum Age 45 years



- b. **Qualification:** Professional qualification of CS from the Institute of Company Secretaries of India (ICSI). Preference will be given for additional qualification/s like Chartered Accountants/Cost and Management Accountants from the Institute of Chartered Accountants of India/ Institute of Cost Accountants of India.
- c. **Experience:** Minimum post qualification experience of 10 years in the Banking Services or Financial Services, out of Which minimum 1 year should be in Board Secretariat at Senior / Head level position (Scale IV & above).

**V. Assistant General Manager-MSME Credit in SMGS-V:**

- a. **Age:** Maximum Age 45 years
- b. **Qualification:** Mandatory – Graduate in any discipline  
Preferred – Post-Graduation Degree/Diploma in Management with Specialization in Finance / Banking/ Forex / Credit  
OR  
CA / CMA / CFA
- c. **Experience:** Minimum of 10 Years' of post qualification experience of Credit appraisal, preferably in MSME Banking with any Bank/ NBFC/Financial Institutions in India out of which 1 Year of experience at Senior / Head level position in relevant field, equivalent to Scale IV and above in the Bank.

**VI. Assistant General Manager-Principal Staff Training College in SMGS-V:**

- a. **Age:** Maximum Age 45 years
- b. **Qualification:** The Candidate must be Post Graduate or having equivalent degree from a reputed Govt. recognized University
- c. **Experience:** Minimum post qualification experience of 10 years in the Banking Services or Financial Services, out of which minimum 05 years' experience in scale-III or IV in related field.

**4. SCALE OF PAY & OTHER FACILITIES**

Grade	Pay Scale	Remarks
Senior Management Grade Scale V	120940-3360/2-127660-3680/2-135020	DA, HRA /Leased Accommodation (if applicable, as per Scale and location in line with Bank's prescribed norms), CCA will be paid as per rules in force from time to time and depending upon the place of posting. Medical, LTC, Terminal Benefits and other perquisites will be as per prevailing rules.

**5. PROBATION PERIOD, BOND AMOUNT AND MINIMUM SERVICE PERIOD**

The selected candidates shall be required to execute a service bond as under:-



Post	Scale	Bond Amount	Bond Period	Probation Period
Assistant General Manager	SMGS-V	Bond amount shall be equivalent to 3 months' gross salary (initial basic+ DA as on date of resignation+ Special allowance+ DA on Special allowance) in respective Officer Scale	2 years	6 months

The service bond shall have to be accompanied with an undertaking to serve the Bank for a minimum period from the date of joining the Bank as mentioned in above table.

Candidates will also have to furnish one surety of equal amount, acceptable to the Bank in the specified proforma before joining the Bank on his/ her selection for rendering service for a minimum period as given in above table from the date of joining the Bank.

In the event of their resignation from the post before the end of the specified period, they will have to pay the Bond amount to the Bank.

#### **6. SELECTION PROCEDURE**

S. No.	Post	Scale	Selection Procedure
1	Assistant General Manager	SMGS-V	<ul style="list-style-type: none"> <li>• Written test **</li> <li>• Short-listing</li> <li>• Personal Interaction/Interview</li> </ul>

\*\*The Bank may conduct the online examination depending upon the registration of number of applications.

The details of further process for online examination will be informed later on through our Bank's website <https://punjabandsindbank.co.in/>. The weightage for Online Test Score & Interview marks will be 70% & 30% respectively.

The Bank would be free to reject the candidature of any candidate at any stage of the recruitment process, if he / she is found to be ineligible and / or furnished incorrect or false information / certificates / documents or has suppressed any material facts and the fees paid by the ineligible candidates shall be forfeited.

**Bank reserves the right to shortlist requisite number of candidates based on the experience and suitability of the candidates, as decided by the Bank and only those shortlisted candidates will be called for further selection process as decided by the Bank.**

The Personal Interview venue, time & date will be informed to the shortlisted candidates in the respective call letter and candidates have to attend the same at their own cost. The call letters will be sent by email only. The interviews will be conducted at New Delhi.



The total marks allotted for Interview is 100. The minimum qualifying marks in interview will not be less than 40% (35% for SC/ST/OBC/PWBD candidates)

Final selection will be made on the basis of marks obtained by the candidates in the entire selection process and will be according to the merit ranking.

**Examination Centers- On line test will be held at various centers depending on the number of applicants received, administrative feasibility or specific requirement of the Bank.**

#### **List of documents to be produced at the time of Personal Interview**

While appearing for Personal Interview, candidates are advised to bring original documents along with self-attested copies thereof as detailed below, failing which they shall not be allowed to appear for the Personal Interview:-

- Appropriate certificate in support of Date of Birth.
- Printout of interview call letter.
- Valid system generated printout of the online application form registered for post.
- Income and Asset Certificate issued by any one of the Authorities as notified by the Government of India in the prescribed format in the case of EWS category candidates.
- Age relaxation valid proofs.
- All Certificates and testimonials of Educational Qualification and other Certifications from Standard X<sup>th</sup> onwards. (Semester-wise marksheets and Provisional / Final Degree Certificate for Graduation & PG)
- All Appropriate document(s) in support of work experience(s), if any. NOC from the existing employer, if employed with any public sector bank or Govt./ Quasi-Govt Organization or PSU
- Appropriate Certificate(s) in support of Caste/Category/ Disability/ Ex-Servicemen (if applicable). In case of OBC Candidates, OBC caste certificate containing the Non-creamy layer clause should be valid as on the date of joining (issued within one year prior to the date of joining). OBC Caste Name mentioned in certificate should tally letter by letter with Central Government list / notification. Valid EWS certificate.
- Disability certificate in the prescribed format issued by the District Medical Board in case of Persons With Benchmark Disability category
- An Ex-serviceman candidate has to produce a copy of the Service or Discharge book alongwith pension payment order and documentary proof of rank last / presently held (substantive as well as acting) at the time of interview. Those who are still in defence service should submit a certificate from a competent authority that they will be relieved from defence services, on or before 31.12.2022.
- Persons eligible for age relaxation under 2 (v) 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.

- Photo Identify Proof of name and permanent address.
- Two passport size photographs similar to that pasted on the application form.
- Any other relevant documents in support of eligibility.

**NO DOCUMENT SHOULD BE DIRECTLY SENT TO THE BANK BEFORE OR AFTER THE INTERVIEW FOR THE POSTS.**

#### **IDENTITY VERIFICATION:**

##### **Documents to be produced:**

The call letter along with a photocopy of the candidate's photo identity (bearing exactly the same name as it appears on the call letter) such as PAN Card/ Passport/ Permanent Driving License/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazetted Officer/ People's Representative along with a photograph / Identity Card issued by a recognised College/ University/ Aadhar/ E-aadhar card with a photograph/ Employee ID, should be submitted to the for verification. The candidate's identity will be verified with respect to his/her details on the call letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear for the process.

a. Ration Card and Learners Driving License will not be accepted as valid id proof for this project.

b. In case of candidates who have changed their name, they will be allowed only if they produce original Gazette notification / their original marriage certificate / affidavit in original.

Note: Candidates have to produce, in original, the same photo identity proof bearing the name as it appears on the online application form/ call letter and submit photocopy of the photo identity proof along with call letter while attending any stage of the recruitment process, without which they will not be allowed to appear for the same.

#### **BIOMETRIC DATA – Capturing and Verification**

The Bank, at various stages, may capture photo and thumb impression/ IRIS Scan of the candidates in digital format for biometric verification of the candidates. Candidate will ensure that his/ her correct thumb impression/ IRIS Scan is captured at various stages as any inconsistency will lead to rejection of their candidature. Accordingly, candidates are advised to follow the guidelines that shall be provided to them in their call letter. In case, if any candidate is found not to be genuine, then apart from taking legal actions against him/ her, his/ her/ their candidature will be cancelled. Further, the candidate is advised not to apply any external matter like menhadi, ink, chemical etc. on his/ her hands.

**Instructions related to exam, if conducted, shall be communicated before the scheduled date of exam**

#### **7. APPLICATION FEE (NON-REFUNDABLE)**

Category	of	Application Fee	Total Fee for New	Total fee for
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Applicant		Delhi	out of New Delhi
SC/ST/ PWD (only Intimation charges)	Rs. 150/- + Plus GST as applicable	Rs.177/- (including CGST and SGST)	Rs.177/- (including IGST)
All others	Rs. 850/- + Plus GST as applicable	Rs.1003/- (including CGST and SGST)	Rs.1003/- (including IGST)

**Bank Transaction charges for Online Payment of application fees/intimation charges will have to be borne by the candidate.**

- Candidates have the option of making the payment of requisite fees/ intimation charges through the ONLINE mode only.
- Bank Transaction charges for online payment of application fee /intimation fee will have to be borne by the candidate.
- **Cash, Cheques, Money Orders, Postal Stamps etc. will NOT BE ACCEPTED.**
- Application once made will not be allowed to be withdrawn and the Fees once paid will NOT be refunded on any account nor can it be held in reserve for any other examination or selection. Candidates should ensure that he/she fulfils the eligibility and other norms mentioned in this advertisement before applying.
- Payment of fees/ intimation charges through ONLINE MODE and no other mode of payment is acceptable.
- A candidate shall have to apply separately for each post.
- Submission of more than one application by any candidate for the same post will render him/her ineligible and in such case all the applications submitted by the said candidate will be rejected and application fee forfeited.

#### **8. HOW TO APPLY**

Eligible candidate has to apply online through the Bank's website (<https://punjabandsindbank.co.in/>) only. No other means/ mode of application are acceptable.

#### **IMPORTANT POINTS TO BE NOTED BEFORE REGISTRATION**

- Before applying online, candidates should:
  - Scan their photograph and signature ensuring that both the photograph and signature adhere to the required specifications as given under Guidelines for photograph & signature scan and upload.
  - Scan their Thumb impression, Hand written declaration, education, experience, reservation certificates, DOB proof etc. as per the eligibility criteria.
  - The text for the hand written declaration is as follows – "I, \_\_\_\_\_ (Name of the candidate), hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required."
  - Have a valid personal e-mail ID and mobile no., which should be kept active till the completion of this Appointment Process. Bank may send call letters for the Interview



- etc. through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying online and must maintain that e-mail account and mobile number.
- v) Scan their photograph (Max size-10 MB) and signature (Max size-10 MB) ensuring that both the photograph and signature adhere to the required specifications as given above. Image File format should be .png, .jpg, .jpeg, .bmp, .gif.
  - vi) Scan their brief resume (Max size-10 MB), ID proof (Max size-10 MB), age proof (Max size-10 MB), PWD Certificate (If applicable) (Max size-10 MB), education qualification (Max size-10 MB), experience (Max size-10 MB), Employer Salary Certificate/ Document confirming the current CTC (Max size-10 MB) as per the eligibility criteria in **PDF format** only.
  - vii) Have a valid personal e-mail ID and mobile no., which should be kept active till the completion of this Appointment Process. Bank may send call letters for the Interview etc. through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying online and must maintain that e-mail account and mobile number.
- b) **Last date of online application is 06.08.2024.** No application shall be entertained beyond the stipulated date & incomplete applications will be rejected.
- c) **APPLICATION PROCEDURE:**
- i) For registration log on to the Bank's website <https://punjabandsindbank.co.in/> and on the Home Page under the link "Recruitment" click the Notification titled "Lateral Recruitment of Specialist Officers in SMGS V".
  - ii) Read the notification carefully and if found eligible to apply, click on New Registration.
  - iii) Do the Registration, by adding your name, father's name, mobile number, mail id and create password.
  - iv) SMS will be sent for OTP. Submit OTP on page in space provided.
  - v) Login with email id and password.
  - vi) Fill the online form and upload the required documents.
  - vii) Make payment and submit the final Application.

**Note:-** 1. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the SUBMIT BUTTON.

2. 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/Identity proof. Any change/alteration found may disqualify the candidature.

d) **PAYMENT OF FEES**

**ONLINE MODE**



- i) The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
- ii) The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
- iii) After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE CHARGE
- iv) On successful completion of the transaction, an e-Receipt will be generated.
- v) Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their Email Id and Password and repeat the process of payment.
- vi) Candidates are required to take a printout of the e-Receipt and online Application Form containing fee details. **Please note that if the same cannot be generated, online transaction may not have been successful.**
- vii) To ensure the security of your data, please close the browser window once your transaction is completed.
- viii) There is facility to print application form containing fee details after payment of fees.

#### **9. GENERAL INSTRUCTIONS AND CONDITIONS:**

- (i) Bank reserves its right to change / add / cancel the selection process & re-schedule at its discretion, under unforeseen circumstances, if any. Change, if any, will be announced on our Bank's website or by email. Bank reserves the right to cancel the entire process without giving any reason/notice/intimation /refund of application fee and Intimation charges and such decision of the Bank will not be notified or intimated to the candidates individually.
- (ii) Any notice/communication meant for the candidates displayed on the Bank's Website or sent by Registered/Speed Posts or conveyed to the email id mentioned in the application at the time of registration with the Bank, shall be deemed to be sufficient service of communication upon the candidate, for all purposes. The Bank takes no responsibility for any delay in receipt or non-receipt of any application or communication. Hence, candidates are requested to check their email and Bank's website regularly, to keep track of the process. **The Bank is not responsible for any postal delay or technical reasons.**
- (iii) **Before applying for the post, the candidate should ensure that he /she fulfils the eligibility criteria and other norms specified in this advertisement.** 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 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. Their candidature at all the stages of recruitment process will be purely provisional subject to satisfying prescribed eligibility criteria mentioned in this advertisement.



- (iv) Decision of 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 of the conduct of Interview, selection and any other matter relating to recruitment will be final and binding on the candidate. **The Bank in this regard shall entertain no correspondence or personal enquiries.**
- (v) In case it is detected at any stage of recruitment that a candidate does not fulfill 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.
- (vi) Candidates will have to produce original of all Educational Qualification Certificates and Mark Sheets, Experience Certificate(s) etc, at the time of interview, failing which his/her candidature may be cancelled. Candidates will not be allowed to participate in Interview without production of the original documents.
- (vii) **Candidates belonging to OBC category but coming under creamy layer and/ or if their caste does not find place in the Central List are not entitled to OBC reservation. They should indicate their category as General in the online application form.**
- (viii) **Date of birth as per Secondary School Certificate (SSC)/School leaving certificate must confirm age eligibility as on 31.05.2024.**
- (ix) **An application form which is not accompanied by self-attested photocopies of relevant certificates or the requisite fee not being paid or uploaded documents not self-attested by the candidate or not bearing the candidate's photograph displayed at the specified place or incomplete in any respect, will not be entertained.**
- (x) One recent, recognizable colored Passport size photograph should be firmly pasted/ uploaded on the application at the appropriate place and should be signed across by the candidate after pasting/ on printing. Five copies of the same photograph *should be brought by the candidate* for use at the time of interview.
- (xi) Only candidates willing to serve anywhere in India should apply.
- (xii) No request for change of address/ email id/ phone number will be entertained.
- (xiii) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Delhi.
- (xiv) The Bank takes no responsibility for any certificate/remittance sent separately.
- (xv) In case any dispute arises on account of interpretation in version other than English, the English version will prevail.
- (xvi) Only those candidates who are short-listed for appearing for the further process will be intimated through e-mail only. The list of candidates who will be finally shortlisted for appointment in the Bank will also be intimated at the communication address furnished by them in the Application Form and the said list will be hosted on the Bank's Website, <https://punjabandsindbank.co.in/>.
- (xvii) Appointment of shortlisted candidates will be subject to his/her being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the Service Regulations & Conduct Rules of the Bank.



(xviii) Selected candidates will be required to produce a valid discharge certificate/ relieving letter from their present employer before joining the service. Candidates serving in Government/ Public Sector Undertakings including Banks are required to produce a "No Objection Certificate" from their employer at the time of interview, failing which their candidature shall not be considered.

(xix) **CANVASSING IN ANY FORM WILL BE A 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 and should not suppress any material information while submitting application. If a candidate is (or has been) found guilty of –

- a. using unfair means during the Interview or subsequent selection procedure or
- b. impersonating or procuring impersonation by any person or resorting to any irregular or improper means in connection with his/ her candidature for selection or
- c. obtaining support for his/ her candidature by unfair means, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable:
  - To be disqualified from the Interview for which he/ she is a candidate.
  - To be debarred either permanently or for a specified period from any examination or recruitment conducted by Punjab and Sind Bank.
  - For termination of service, if he/ she has already joined the Bank.

**10. DISCLAIMER**

Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection will lead to disqualification of the candidate from the selection and he/she will not be allowed to appear in any of the PUNJAB AND SIND BANK recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.

NEW DELHI

Date: 23.07.2024

  
GENERAL MANAGER

Human Resource Development

