



CENTRAL OFFICE

मानव संपदा प्रबंधन/ HUMAN CAPITAL MANAGEMENT (भर्ती एवं पदोन्नति प्रभाग RECRUITMENT AND PROMOTION DIVISION)

Recruitment of Probationary Officers for 2024-25 (CRP-XIII)

Attention is drawn to our notification dated 12th June 2024 wherein 1974 provisionally shortlisted candidates for appointment as Probationary Officer in Junior Management Grade Scale-I in our Bank were advised to complete their document verification from 24.06.2024 to 28.06.2024 at allotted Centre for Learning & Development (CLDs) as per allocated date & time slot. It has now decided by the Bank to onboard provisionally shortlisted candidates in two batches. Provisionally selected candidates are advised to report at the Centre for Learning & Development (CLDs) for joining & documents/ bio-metric/Iris verification along with medical and subsequent 3 weeks of induction training as per the attached list along with the name of Centre for Learning & Development (CLDs) and date of reporting.

The appointment of the candidates is subject to clearance of bio-metric/Iris and Medical fitness certificate.

Address of the Centre for Learning & Development (CLDs) with name and contact number of the nodal officers is attached as annexure A.

- **List of provisionally shortlisted candidates whose date of reporting at allotted Centre for Learning & Development (CLDs) is 12.08.2024 attached as annexure I.**
- **List of provisionally shortlisted candidates whose date of reporting at allotted Centre for Learning & Development (CLDs) is 09.09.2024 attached as annexure II.**
- **List of provisionally shortlisted candidates whose document verification is still pending and date of document verification is 06.09.2024 at allotted CLDs attached as annexure III.**

List of provisionally shortlisted candidates along with schedule of joining at allotted Centre for Learning & Development (CLDs) is published herewith.

Individual appointment letters of the provisionally selected candidates are being dispatched through Speed Post at their registered addresses as furnished by IBPS. The time of reporting at respective Centre for Learning & Development (CLDs) is **9:30 AM on the scheduled date**. Candidates are advised to download the formats attached herewith without waiting for the receipt of appointment letter and ensure to fill up the same in all respects, which are required to be submitted by them at the advised place of reporting i.e. respective Centre for Learning & Development (CLDs).

The candidates are advised to come fully prepared as their place of posting/on job training will be allotted from Centre for Learning & Development (CLDs) with an advice to report directly to the place of posting/on job training.

Candidates are instructed to bring all their Original Documents at the time of reporting without fail for verification. **Candidates who have not completed their document verification from 24.06.2024 to 28.06.2024 as advised them in notification dated 12.06.2024, are now required to complete their document verification on 06.09.2024 at CLD mentioned against their name in Annexure III for which they have to follow the instructions of the notification dated 12.06.2024 along with this notification. Such candidates have to bring required documents as per the notification dated 12.06.2024 and also the documents/certificates mentioned in this notification. Failure to complete their document verification or non-reporting on 06.09.2024 will be considered as the candidate is not interested in joining the Bank and accordingly Bank will initiate annulment of such candidate. Date of joining of these candidates in the Bank shall be 09.09.2024 (Annexure III).**

Candidates who have completed their document verification from 24.06.2024 to 28.06.2024 have to carry all their Original Documents at the time of reporting along with below mentioned documents/certificates. They have to comply with the undertaking if any given at the time of Document Verification.

It may please be noted that in absence of required certificates/ documents, candidates may not be allowed to report. Decision of the Bank in all matters pertaining to selection process shall be final and binding.

Formalities to be completed:

Candidate's appointment in the Bank will be subject to producing the following Original certificates / documents for verification / record at the time of joining the Bank.

(FORMATS OF DOCUMENTS MENTIONED BELOW AT POINT NO. 2a, 2b, 2c & 2d ARE AVAILABLE ON BANKS WEB-SITE UNDER CAREER FOLDER; ALL CANDIDATES ARE ADVISED TO DOWNLOAD THE SAME. PLEASE NOTE THAT THESE DOCUMENTS WILL NOT BE ATTACHED WITH APPOINTMENT LETTER)

1. Duly filled Subscriber Registration form (CS-S1) for generating Permanent Retirement Account Number (PRAN), under Defined Contributory Pension Scheme (DCPS).

2a. Employee Undertaking cum Declaration – New Hires (TO BE NOTARISED AND SUBMITTED AT THE TIME OF REPORTING)

2b. Employee Undertaking cum Declaration – New Hires (TO BE SUBMITTED AT THE TIME OF REPORTING)

2c. MEDICAL FITNESS CERTIFICATE (TO BE SIGNED BY CHIEF MEDICAL OFFICER/CIVIL SURGEON) and

2d. DECLARATION TO BE SUBMITTED BY CANDIDATE (TO BE SIGNED BY CANDIDATE AND COUNTERSIGNED BY CHIEF MEDICAL OFFICER/CIVIL SURGEON)

3. Police Verification report – Verified from Local Police Station and district police headquarter.

(Note- Enclosed forms must be completed in all respects, wherever required Passport size photograph may be affixed, so that the verification process is completed expeditiously and without any hitch).

Please do not send the acknowledged copy of the appointment letter through post. It should be personally handed over to Bank Officials at the time of reporting at the advised place.

Candidates who have not completed document verification from 24.06.2024 to 28.06.2024 have to bring two sets of self-attested xerox copies of the documents as enumerated in notification dated 12.06.2024 alongwith documents mentioned in this notification which please note.

Candidates are required to report at centres along with 4 passport size colour photographs, and original documents. In addition, original Aadhar card, PAN Card and 10th Pass Certificate are also to be produced with self-attested xerox copies at the time of reporting for KYC purpose.

It is reiterated that selection of the candidates is PROVISIONAL and subject to their being declared medically fit & document / biometric verification/KYC details being found satisfactory as per the requirements of the Bank. Candidates have to report strictly as per the date of reporting informed in this notification.

Candidates are advised once again to check if they are fulfilling eligibility criteria as per notification in all respects. Bank reserves the right to disqualify any candidate who does not fulfil the eligibility criteria at any point of time.

Candidates are advised to regularly visit the Bank's website for updates/ notices/ instructions.

Decision of the Bank in respect of all matters pertaining to this recruitment would be final and binding on all candidates

Since probationary officers have to undergo uniform training schedule as per the policy of the Bank guided by regulators, no extension in date of reporting shall be allowed.

Candidates are advised to disclose the Disciplinary Action if any, was initiated/punishment inflicted against him/her by his/her current/previous employer/organisation. It has to be undertaken by the candidates that no disciplinary action is contemplated/or pending/or punishment awarded against him/her in his/her current/previous organization. Further any criminal proceedings are pending or have become final also have to be disclosed.

The appointments of candidates, whose name are not appearing in the list, are put on hold for further scrutiny.

Candidates are advised to regularly visit the Bank's website for updates/ notices/ instructions.

Decision of the Bank in respect of all matters pertaining to this recruitment would be final and binding on all candidates.

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GENERAL MANAGER-HCM

DATE: - 30.07.2024