

**RECRUITMENT OF PROBATIONARY CLERKS FOR BANK'S DELHI REGION**

**The South Indian Bank Ltd. a premier Commercial Bank in India, invites applications from Indian Nationals for filling up vacancies of Probationary Clerks for Branches in Rajasthan, Uttar Pradesh, Punjab, Haryana, Chandigarh, Himachal Pradesh, Delhi/NCR, Uttarakhand and Jammu & Kashmir under Bank's Delhi Region.**

**READ THIS NOTIFICATION CAREFULLY BEFORE APPLYING.**

Eligible Candidates are requested to apply ON-LINE through Bank's website [www.southindianbank.com](http://www.southindianbank.com). No other means/modes of applications will be accepted. Before the registration, candidates are requested to ensure that there is a valid email id in his/her name.

**All future communications in this regard will be notified in our website including the hall ticket for the written test.**

**System generated print-out of the applications submitted online should be sent by ordinary post along with the relevant documents (mentioned below) to the address given below in this notification.**

**Candidates are advised to use Internet Explorer 7 & higher and Mozilla Firefox browsers for the registration of applications.**

**a) IMPORTANT DATES:**

Online registration – opening from	<b>04.02.2015</b>
Online registration – closure on	<b>14.02.2015</b>
Last date for receipt of application(system generated),with Demand Draft and other documents	<b>21.02.2015</b>

**b) NO. OF VACANCIES & LIKELY TEST CENTRES**

<b>STATE/ UNION TERRITORY</b>	<b>NO: OF VACANCIES</b>	<b>LIKELY TEST CENTRE</b>
Rajasthan	05	Jaipur
Uttar Pradesh	04	Lucknow
Punjab/ Chandigarh/ Haryana	07	Chandigarh
Himachal Pradesh	02	Chandigarh
Delhi/ NCR	14	Delhi
Uttarakhand	01	Delhi
Jammu & Kashmir	02	Jammu
<b>Total</b>	<b>35</b>	

**c) ELIGIBILITY:**

Minimum Educational Qualification	Graduation from a recognized University having completed a regular 10+2+ (3/4) course securing at least 60% marks from 10th standard onwards. Candidates should be proficient in computer operations.
Age	Not more than 26 years as on 31.12.2014.Upper age limit will be relaxed by five years in the case of SC/ST candidates
Other Requirements	Candidates having permanent residence in the respective states/UT or those who have been residing in that state/UT at least for a period of last 5 yrs (Documentary proof to be produced), and are proficient in local language apart from Hindi & English language only are eligible to apply.

**d) PROBATION PERIOD:**

The period of probation is for 6 months. Confirmation will be subject to satisfactory performance during the period of probation.

**e) SALARY:**

As per National Level Bipartite Settlement in the Banking industry. Eligible for Bank's performance linked incentive scheme applicable to clerks as per the scheme in vogue.

POST	PAY SCALE
PRO.CLERK	Rs. 7200 – 400/3 – 8400 – 500/3 – 9900 – 600/4 – 12300 – 700/7 – 17200 – 1300/1 – 18500 – 800/1 - 19300

Apart from the above basic pay, candidates will be paid DA and other allowances as per the rules of the Bank in force from time to time depending upon the place of postings.

**f) MODE OF SELECTION:**

Written Test and Personal interview.

**g) Application Fee**

<b>General Category</b>	<b>Rs. 400/-</b>
<b>SC/ST category</b>	<b>Rs. 100/-</b>

Application fee should be paid as Demand Draft favouring 'The South Indian Bank Ltd.' payable at Delhi. Candidates are requested to write down their application Reference ID and Name on the back side of the Demand Draft before sending it to the below mentioned address along with the system generated application form and other documents.

**h) HOW TO APPLY**

- 1) Ensure that the applicant fulfills all the eligibility criteria.
- 2) Candidates can apply online through Bank's website [www.southindianbank.com](http://www.southindianbank.com) for a period from 04.02.2015 to 14.02.2015.

- **The applicants are requested to ensure that the information filled in the Online-Application Form is correct before submitting the application form.**
- **There will not be any provision to modify the submitted online application. Candidates are requested to take utmost care while filling up the online application.**
- **Candidates making multiple registrations will be disqualified.**
- **Candidates will have to enter their basic details and upload the photograph and signature as per the specifications given below. Copies of your photograph may be retained for use at the time of written test and interview.**

### **Guidelines for scanning and Upload of Photograph & Signature**

#### **Photograph Image:**

- Photograph must be a recent passport size colour picture.
- Make sure that the picture is taken against a light-coloured, preferably white, background.
- Caps, hats and dark glasses are not acceptable.
- Dimensions 140(height) x 110(width) pixels.
- Ensure that the size of the scanned image is not more than 40kb and should be in jpeg format.

#### **Signature Image:**

- The applicant has to sign on white paper with Black Ink pen and then it should be scanned to the system.
- The signature must be signed only by the applicant and not by any other person.
- The signature will be affixed in the Call Letter and wherever necessary.
- If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Call Letter, the applicant will be disqualified.
- Dimensions 110(height) x 140(width) pixels
- Ensure that the size of the scanned image is not more than 40kb and should be in jpeg format.

- 3) Please note, there will be a system generated User Id (Application Ref. Id) and candidates must enter their password to login and print the application form. **PLEASE NOTE DOWN THE USER ID (APPLICATION REF. ID) AND PASSWORD CAREFULLY FOR TAKING PRINT OUT OF THE HALL TICKET FOR THE WRITTEN TEST LATER ON.** Keep a copy of the application form for future reference. An e-mail containing the details of registration will be sent to the e-mail Id given by the candidate. Therefore candidates are requested to give a valid e-mail Id at the time of online registration.
- 4) The link for reprinting the application from the website will be available till 21.02.2015.
- 5) The print out of the application should be sent to the address given below along with following documents.
  - a. Xerox copy of SSLC/10<sup>th</sup> certificate.
  - b. Xerox copy of Plus 2 / Pre Degree / 12<sup>th</sup> certificate.
  - c. Xerox copy of Degree mark lists and certificates.
  - d. Demand Draft of Rs.400/- (for General Category)/Rs. 100/- (for SC/ST category) favouring The South Indian Bank Ltd. Payable at Delhi.
  - e. Copy of Caste certificate from a competent authority in the case of SC/ST candidates.
  - f. Copy of Documentary proof for verifying the residential status.

**APPLICATIONS NOT ACCOMPANIED BY THE DOCUMENTS MENTIONED ABOVE WOULD BE REJECTED.**

- 6) Please submit the application in an envelope super scribed as “**Application for the post of Pro Clerk – Application ref ID - ..... (please fill in).....**” for ..... State/UT and send to “**GENERAL MANAGER, THE SOUTH INDIAN BANK LTD, REGIONAL OFFICE- DELHI, PB NO. 5729, DOOR NO. 1/18-20, WHITE HOUSE,(2ND FLOOR), RANI JHANSI RD, NEW DELHI - 110 055**” along with self attested copies of mark lists and certificates to prove qualification and age, documentary proof for the residential status and Demand Draft favouring The South Indian Bank payable at Delhi.
- 7) The hall ticket for the written examination can be downloaded / printed from our Web-site [www.southindianbank.com](http://www.southindianbank.com) soon after the last date for the receipt of the application at our office and will not be sent separately.

**i) GENERAL CONDITIONS:**

1. Before filling in the online application form, the candidate must ensure that he/she fulfills all the eligibility criteria with respect to age, educational qualifications, place of domicile etc. in respect of the post for which he/she is making the application. If the information furnished by the candidate is found to be false at later date, the selection / appointment shall be liable for termination.
2. Upper age limit will be relaxed by five years, only in the case of SC/ST candidates. Candidates belonging to SC/ST should submit attested copies of certificates from a competent authority to prove their status in this regard.
3. Mere eligibility will not vest any right on the candidate for being called for written test/interview. In matters regarding eligibility and selection, Bank’s decision will be final and **no correspondence will be entertained.**
4. Canvassing in any form will be a disqualification.
5. Candidates willing to serve anywhere in India only need to apply.
6. Application not fulfilling any **of the above** will be rejected. If the information furnished by the candidate is found to be false at a later date, the selection / appointment shall be liable for termination.
7. Selected candidates have to execute an agreement to the effect that they will serve the Bank for a minimum period of Three (3) years (active service) from the date of their joining the Bank. In case they leave the service of the Bank for any reasons what so ever before the expiry of the said period, a sum of Rs.75, 000 -/- (Rupees Seventy Five Thousand only) will be levied towards compensation.

**DO’s and DONT’s**

- √ Write the Application ref. ID on the envelope containing the application print out
- √ Write the Application ref. ID and Name on the back side of the Demand Draft.
- √ Keep a copy of the application print –out for future reference.
- √ Staple the application print out along with the relevant self attested copies of certificates and mark lists to prove age, qualifications & experience (if any). If the consolidated marks of all semesters/years are available in the final mark list, attach only the copy of final mark list.

**NOTE:**

**THE ACCESS TO THE BANK'S WEBSITE COULD BE DELAYED TOWARDS THE CLOSING DATE FOR SUBMITTING THE ONLINE REGISTRATION DUE TO HEAVY INTERNET TRAFFIC. HENCE THE CANDIDATES ARE ADVISED TO AVOID LAST MINUTE RUSH AND MAKE USE OF THE TIME SPAN AVAILABLE FOR SUBMITTING THE APPLICATIONS ONLINE. THE BANK DOES NOT ASSUME ANY RESPONSIBILITY FOR THE CANDIDATE NOT BEING ABLE TO SUBMIT HIS/HER APPLICATION DUE TO NON-AVAILABILITY OF INTERNET OR ANY OTHER REASON BEYOND THE CONTROL OF THE BANK.**

For queries please contact:

**Our Toll Free Customer Care Number 1800 843 1800 (Toll Free India) or Our HRD Cell: 0487-2420020 or Delhi Regional Office: Ph: 011 23540070, 23610400.**