Touching Hearts Spreading Smiles

Good People to Grow with

INDIAN OVERSEAS BANK

(A Govt of India Undertaking)

Central Office, 763, Anna Salai, Chennai - 600002

www.iob.in

Advt No. : HRDD/RECT/04/ 2012

Dated: 15.10.2012

RECRUITMENT OF SPECIALIST OFFICERS (IBPS CWE LINKED) - OCTOBER 2012

Indian Overseas Bank, a leading Public Sector Bank with headquarters in Chennai having geographical presence all over India and abroad invites Online applications from Indian Citizens for recruitment against 387 vacancies for various Specialist Officers positions, who have taken the Common Written Examination (CWE) for Recruitment of Specialist Officers conducted by IBPS on 11.03.2012 and obtained a valid Score Card and who meet the eligibility criteria mentioned in this notification below. Candidates are required to apply through Bank's website **www.iob.in.**

Candidates are requested to **apply only through online** between **16.10.2012 and 31.10.2012** through our Bank's website **www.iob.in. No other means/mode of application will be accepted. A candidate can apply for only one post for which he/she holds a valid scorecard.**

Before applying, candidates are advised to ensure that they fulfill the stipulated eligibility criteria. They should note that Application Fee/ Intimation charge once deposited will neither be refunded nor be adjusted against any other recruitment process. Candidates are advised to fill their particulars online by themselves correctly.

IMPORTANT DATES

OPENING DATE FOR ONLINE REGISTRATION	**16.10.2012**
CLOSING DATE FOR ONLINE REGISTRATION	**31.10.2012**
PAYMENT OF APPLICATION FEE /INTIMATION CHARGE	**16.10.2012 - 31.10.2012**
TENTATIVE DATE OF INTERVIEW	**Nov/Dec 2012**

1. DETAILS OF VACANCIES

POST CODE	NAME OF THE POST	NUMBER OF VACANCIES
	JUNIOR MANAGEMENT GRADE SCALE I	
01	AGRICULTURAL FIELD OFFICER	337
02	RAJBHASHA ADHIKARI	20
03	LAW OFFICER	10
04	HR/PERSONNEL OFFICER	10
	MIDDLE MANAGEMENT GRADE SCALE II	
05	LAW OFFICER	10

2. DETAILS OF RESERVATION

POST CODE	NAME OF THE POST	SC	ST	OBC*	GEN	NO. OF VACANCIES	OF WHICH PC		
							VI	HI	OC
01	AGRICULTURAL FIELD OFFICER	50	25	90	172	337	-	-	-
02	RAJBHASHA ADHIKARI	3	1	5	11	20	-	1	-
03	LAW OFFICER (SCALE I)	1	-	2	7	10	-	-	-
04	HR/PERSONNEL OFFICER	1	1	2	6	10	-	-	1
05	LAW OFFICER (SCALE II)	1	-	2	7	10	-	-	-

SC – Scheduled Caste, **ST –** Scheduled Tribe, **OBC –** Other Backward Classes, **GEN –** General, **PC -** Physically Challenged, **VI –**Visually Impaired , **HI-** Hearing Impaired, **OC –** Orthopaedically Challenged , **JMGS – I** - Junior Management Grade Scale- I, **MMGS-II-**Middle Management Grade Scale-II, **HR** - Human Resources, **IBPS –** Institute of Banking Personnel Selection, **CWE –** Common Written Examination

a) As the reservation for Physically Challenged persons is on horizontal basis, the selected candidates will be placed in the appropriate category (viz. SC/ST/OBC/GEN) to which they belong.
b) The number of vacancies as also the number of reserved vacancies is provisional and may vary according to actual requirements of the Bank.
c) The above reservation is inclusive of shortfall/backlog reservation.
d) It is clarified that it may not be possible to employ Physically Challenged candidates in all Offices/Branches of the Bank and in case of selection they have to work in the post identified by the Bank as suitable for them.
e) The selected candidates are liable to be posted, at the sole discretion of the Bank and as per its exigencies, at any of the Bank's Branches/Offices, anywhere in India.
f) Candidates belonging to reserved category, including Persons with Disabilities, for which no reservation has been announced, are free to apply for vacancies announced for General category, provided they fulfill the eligibility criteria.

* Reservation for minority communities will be as per extant Government guidelines

3. ELIGIBILITY CRITERIA

A. 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 Interview conducted by the Bank, but on final selection the offer of appointment may be given only after the necessary eligibility certificate issued by the Government of India, is produced.

B. IBPS SCORE REQUIREMENT

Candidates should have appeared in the Common Written Examination (CWE) for Recruitment of Specialist Officers conducted by IBPS on 11.03.2012 and declared as qualified on securing the qualifying marks in each objective test as also the minimum Total Weighted Standard Score (TWSS) as mentioned here under and should be in possession of valid Score Card issued by IBPS for the post applied for.

INDIVIDUAL SUBJECT - WISE QUALIFYING MARKS

S. NO	COMMON WRITTEN EXAMINATION	CATEGORY- WISE INDIVIDUAL TEST CUT-OFF	
		GENERAL	RESERVED (SC/ST/OBC/PC)
1	Test on Reasoning	24 & above	21 & above
2	Test on English Language	24 & above	21 & above
3	Test of General Awareness with special reference to Banking Industry/ Test of Quantitative Aptitude	24 & above	21 & above
4	Test on Professional Knowledge	24 & above	21 & above

CUT OFF MARKS IN TWSS

POST CODE	POST	CATEGORY- WISE CUT OFFS IN AGGREGATE TWSS				
		SC	ST	OBC*	GEN	PC
01	Agricultural Field Officer (Scale I)	104	104	104	112	-
02	Rajbhasha Adhikari (Scale I)	90	90	90	96	90
03	Law Officer (Scale I)	113	-	113	121	-
04	HR/Personnel Officer (Scale I)	114	114	121	124	114
05	Law Officer (Scale II)	113	-	113	121	-

C. ELIGIBILITY CRITERIA

Cut-off date for eligibility criteria (i.e) Age, educational qualification, Post Qualification Work Experience etc., shall be computed as on **01.12.2011**

POST CODE	POST	AGE		EDUCATIONAL QUALIFICATION	POST QUALIFICATION WORK EXPERIENCE
		MIN	MAX.		
01	Agricultural Field Officer in JMGS I	21	30	Degree in Agriculture or Allied specializations such as Horticulture/Animal Husbandry / Veterinary Science / Dairy Science/ Agri.Engineering / Fishery Science / Pisciculture / Agri Marketing & Cooperation etc. from recognized University	Nil
02	Rajbhasha Adhikari in JMGS I	21	30	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
03	Law Officer in JMGS I	21	30	Bachelor degree in Law (LLB) from a recognised University	Nil
04	HR/Personnel Officer in JMGS I	21	30	Graduate from a Recognised University & Post Graduate Degree or Diploma recognised by AICTE in Personnel Management /Industrial Relations/ HRD/Social Work/Labour Law OR Degree/Diploma in Business Administration / Management with specialization in HRD from a recognised University	Nil
05	Law Officer in MMGS II	21	40	Bachelor Degree in Law (LLB) from a recognised 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

Note:

i) Relaxation in maximum age for SC/ST/OBC/PC/Ex-Servicemen will be as per extant Government Guidelines. For further information, please refer the detailed advertisement in the Bank's website www.iob.in.
ii) Educational qualification and Post Qualification work experience prescribed above is minimum and should have been acquired on or before **01.12.2011.**
iii) Computer literacy shall be an essential qualification, which the candidate must either possess before or acquire within six months of joining the Bank.

4. SALARY & EMOLUMENTS

SCALE/ GRADE	SCALE OF PAY *
MMGS II	₹19400-700/1-20100-800/10-28100
JMGS I	₹14500 - 600 /7 – 18700 - 700/2 - 20100 - 800/7 - 25700

* Plus DA, HRA, CCA etc. will be as per rules in force from time to time.

PROBATION PERIOD:

Candidates selected for all positions mentioned above will serve a probation period from the date of joining the Bank as determined by the Bank in terms of Officers' Service Regulation (OSR).

BOND AMOUNT:

Candidates selected for appointment will be required to execute a Financial Service Bond for rendering service for a minimum period of 3 years. The amount of the Financial Service Bond presently is ₹ 1, 00,000/-.

5. SELECTION PROCESS

INTERVIEW:

Mere eligibility/ pass in the Common Written Examination (CWE) for Recruitment of Specialist Officers shall not vest any right in a candidate for being called for Interview. Depending upon the number of vacancies, only those candidates who rank sufficiently high in the order of merit in Common Written Examination (CWE) for Recruitment of Specialist Officers conducted by IBPS on 11.03.2012, as per the cut-off marks decided by the Bank will be called for the Interview.

The Interview will carry 50 Marks. Minimum qualifying marks in the Interview will be 22.50 marks for General Category and 20.00 marks for SC/ST/OBC/PC Candidates.

Final selection will be made on the basis of total marks obtained by the candidates in the Common Written Examination (CWE) for Recruitment of Specialist Officers conducted by IBPS on 11.03.2012 & Interview and will be strictly according to the merit ranking. The candidates belonging to SC/ST/OBC/PC will be given relaxation in marks as per extant Government Guidelines. The Bank reserves the absolute right to alter, modify or change the eligibility criteria and / or any of the other terms and conditions in this advertisement, including method and procedure for selection, if necessary.

IMPORTANT GENERAL INSTRUCTIONS:

a) Candidates are required to apply only 'ONLINE' through Bank's website. Any other form of application shall not be entertained.
b) **Only candidates willing to serve anywhere in India should apply**.
c) Only those candidates who rank sufficiently high in the order of merit in Common Written Examination (CWE) for Recruitment of Specialist Officers conducted by IBPS on 11.03.2012, as per the cut-off marks decided by the Bank will be called for the Interview without verification of their age or qualification or category or any other eligibility criteria with relevance to documents and will be purely on provisional basis, on the strength of the information provided by them in the online application. Before applying, the candidates must ensure that he/she fulfills all the eligibility criteria and other norms mentioned in the advertisement and has in his/her possession the requisite documents and certificates specified by the Bank, and that the particulars furnished in the online application are true and correct in all respects.
Mere calling for applications for the Interview shall not imply that the Bank has been satisfied beyond doubt about the candidate's eligibility. Bank has the right to cancel candidature at any stage if found that he/she is not fulfilling the eligibility criteria and /or that he/she has furnished any incorrect/false information/certificate/documents or has suppressed any material fact(s). If any of these shortcomings are detected even after appointment his/her services are liable to be terminated.
The Bank is free to reject any application, at any stage of the recruitment process, if the candidate is found ineligible for the post. The decision of the Bank in any matter relating to recruitment at all the stages of the recruitment process will be final and binding upon the candidate. **No correspondence or personal queries in this regard shall be entertained by the Bank.**
d) All candidates called for Interview, will have to produce originals as well as attested photocopies of the prescribed certificates in support of their educational qualification, experience, date of birth, caste, score card issued by IBPS, etc. The candidates belonging to SC/ST/OBC/PC Category are required to produce originals as well as attested photocopies of their caste certificate/certificate of handicap issued by the competent authority, in addition to the other certificates in support of their eligibility criteria. **Candidates are also required to submit a printout of the online application with their photograph and signature affixed at the appropriate places and a printout of the online application that was submitted to IBPS for the Common Written Examination (CWE) for Recruitment of Specialist Officers in March 2012, at the time of interview.**
e) In case of candidates belonging to OBC / OBC-Minority category, the OBC certificate in the format as prescribed by the Govt. of India and issued by the Competent Authority inter-alia must specify that the candidate does not belong to "CREAMY LAYER" section excluded from the benefits of reservations for OBCs in Civil Post and Services under Government of India. The OBC certificate containing **"Non Creamy Layer"** clause, which is not more than one year old should be submitted at the time of Interview. In case of OBC-Minority candidates, OBC certificate should contain caste name and also religion confirming the minority status.
Candidates belonging to OBC category, but coming in the "CREAMY LAYER" are not entitled to OBC reservation. They should indicate their category as "GEN" or "GEN PC " as applicable.
f) Candidates claiming to have work experience, if called for interview, will have to produce **documentary proof of Work experience** certificates relevant to the post applied for, for the period mentioned in the Application Form, from their employers, clearly stating the periods and nature of employment/ duties. Copies of appointment Offer Letter, Salary certificates, etc., in lieu of work experience Certificates will not be accepted.
g) Candidates serving in Government /Quasi Government Offices/Public Sector Undertakings including Nationalised Bank, Financial Institutions will be required to produce **"No Objection Certificate"** from the employer at the time of interview failing which the candidature may not be considered.
h) While appearing for the Interview, the candidates should produce photo identity such as PAN Card / Passport / Driving License / Voters Card / Bank Pass Book with Photograph / Photo embossed Credit Card for verification. If the identity of the candidate is in doubt, the candidate will not be allowed for Interview.
i) An Ex-serviceman candidate has to produce a copy of the discharge certificate / 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 within 12 months from the date prescribed for opening of online registration.
j) Candidates who do not satisfy the eligibility criteria and who do not produce (for any reason) the originals as well as attested photocopies of all documents required to be submitted as advised in this notification and Interview call letter, whomsoever, shall not be permitted to attend the Interview, even though they might have obtained the desired level of score in the Common Written Examination and have been called for Interview.
k) The candidates will have to appear for interview at their own expense. However, outstation eligible SC/ST/PC candidates who are not employed and attending the 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 extant Govt. Guidelines).The Bank will not be responsible for any injury / losses, etc. of any nature.
l) Canvassing in any form will be a disqualification.
m) Any request for change of address/ e-mail id for communication will **NOT** be entertained.
n) Appointment of selected candidates is subject to their being declared medically fit as per the requirements of the Bank. Such appointment will also be subject to the Service and Conduct Rules of the Bank.
o) The Officers recruited through this recruitment process shall be governed by the Bank's Officers' Service Regulations, Disciplinary and Appeal Regulations, IOB Employees' pension regulations if applicable, subject to eligibility and also other settlements/joint note presently in vogue in our Bank. The rules and regulations with regard to pension and other benefits shall be governed by relevant guidelines issued by IBA/RBI Government from time to time
p) Use of Calculators, mobile phones, pagers or any other instruments during the selection process is strictly prohibited.
q) In case of any dispute on account of interpretation in any version other than English, the English version shall prevail.
r) Any dispute arising out of this advertisement shall be subject to the sole jurisdiction of courts situated at Chennai.

6. THE COMPETENT AUTHORITY FOR THE ISSUE OF THE CERTIFICATE TO SC/ST/OBC/PC

A. For SC/ST/OBC

District Magistrate / Additional District Magistrate/Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary 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 family normally resides.

B. For Physically Challenged (PC)

Authorised Certifying Authority will be Medical Board duly constituted by the Central or the State Government consisting of atleast three members out of which atleast one shall be a specialist in the particular field of disability form which the person is suffering.

7. HOW TO APPLY

Eligible candidates are required to apply 'ONLINE' only through our Bank's website **www.iob.in** and no other means / mode of application will be acceptable. Candidates are advised to follow the following sequence of steps while applying online.

Candidates are required to have a valid personal e-mail ID (as specified in the online application form while applying for Common Written Examination (CWE) for Recruitment of Specialist Officers conducted on 11.03.2012 by IBPS). It should be kept active for the duration of this recruitment process. Under no circumstances, he/she should share/mention e-mail ID to / of any other person.

a) Candidates are required to Log on to our Bank's website **www.iob.in** and click **"Careers"** column (available at the bottom of the Bank's website), then the Careers page will open.
b) Candidates are required to go through the detailed advertisement by clicking the **Advertisement (English) or Advertisement (Hindi)** available under the title **"RECRUITMENT OF SPECIALIST OFFICERS (IBPS CWE LINKED) - OCTOBER 2012"** in the Careers Page and ensure candidate's eligibility before applying for the said post.
c) Applicants are required to take a print out of blank Payment Receipt/Challan available as an **Annexure** with this notification.
d) Before applying online, the candidate has to remit the application fee/ Intimation charge as applicable to the candidate with the filled up Payment Receipt / Challan in any of Indian Overseas Bank's branches by means of cash only and collect candidate's copy of Payment Receipt / Challan for the application fee / Intimation charge paid. Please ensure that the following information has been correctly entered (1) Name, (2) Category, (3) IBPS CWE-Specialist Officers Registration Number, (4) Branch Name and Code Number, (5) Transaction ID, (6) Date of deposit and amount paid in the Payment Receipt / Challan.
Applications once made will not be allowed to be withdrawn and application fee /Intimation charge once paid shall not be refunded or shall not be held in reserve for any other examination.

APPLICATION FEE / INTIMATION CHARGE (NON REFUNDABLE) - FOR ALL POSTS

FOR SC/ST/ PHYSICALLY CHALLENGED	FOR ALL OTHERS (INCLUDING OBC)
₹ 20/-	₹ 100/-

Application Fee / Intimation Charge has to be paid in cash only at any Branch of Indian Overseas Bank before applying Online.

e) After remitting the application fee/ Intimation charge, the candidates are required to revisit our Bank's website **www.iob.in** and open the Careers Page and Click **apply online** link below the title **"RECRUITMENT OF SPECIALIST OFFICERS (IBPS CWE LINKED) – OCTOBER 2012"** for Online registration. Log in with the Registration No. or Roll No. and password pertaining to IBPS CWE for Specialist Officers for applying online and fill up the required details provided in the online application form. After filling up all the details candidates shall submit the application online. The candidates can then take a printout of the system generated online application form to be submitted at the time of the interview. The registration number and password generated should also be retained for future reference..
Note: The name of the candidate or his/her father/husband etc should be spelt correctly in the online application as it appears in the certificates/mark sheets. Any change/ alteration found may disqualify the candidature.
For the purpose of locating the Branch address for remitting fees, candidate may log on to our Bank's website www.iob.in wherein provision is available for locating address of the Branches.
Candidates should submit the candidate's copy of Payment Receipt / Challan along with the call letter and all other documents as advised in this notification at the time of Interview failing which the candidate will not be admitted for the Interview.
The payment of fees should be made between 16.10.2012 and 31.10.2012 (inclusive of both dates) and the last date for applying online is 31.10.2012. Application for online registration will be available in our Bank's website between 16.10.2012 and 31.10.2012 only. Even if the date for online application is revised the date for payment of application fee/ Intimation charge will remain unchanged.

8. INTERVIEW CENTRES

The interview will be held at major centres across the country and address of the same will be advised in the interview call letters. The Interviews will be held at different centres on different dates as decided by the Bank and will be communicated to the candidates shortlisted for Interview.

Note:

a) Request for change of Interview centres and Interview dates shall **NOT** be entertained.
b) Bank reserves the right to change/add/cancel the date, time, centre, venue of the Interview and to call the candidates for the Interview at any other centre or hold supplementary selection process for particular date/time/centre/venue/set of candidates at its discretion, under any circumstances, if any. The change, if any, shall be intimated to the candidates well in advance.

9. CALL LETTERS FOR THE INTERVIEW

Only those candidates who have met with all the eligibility criteria mentioned in this notification and who have cleared their Common Written Examination of IBPS and who are shortlisted for appearing in the Interview will be intimated by email at their email ID (as specified in the online application form while applying for Common Written Examination (CWE) for Recruitment of Specialist Officers conducted on 11.03.2012 by IBPS) (**OR**) may download the call letter from the Bank's website. The names/registration number of the candidates who are finally short-listed for Interview will also be available on the Bank's website **www.iob.in.**

Bank will not take responsibility for non- receipt of intimation regarding call letter / any communication due to technical reasons or whatsoever to the candidates. Candidates are requested to keep track of their application status by visiting the Bank's website from time to time.

Note: Candidates in their own interest are advised to register online and submit their application well in time before the last date for submission, to avoid the possibility of dis-connection / inability / failure to log on to the Bank's website on account of heavy load on internet/ website jam. The Bank does not assume any responsibility for the candidates not being able to submit their application within the last date on account of the aforesaid reasons or for any other reasons beyond the control of the Bank.

The Version of the detailed advertisement given in the Bank's website shall be treated as final and shall supersede any other versions for all purposes. Accordingly, the candidates are advised to visit our Bank's website www.iob.in for detailed advertisement.

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

GENERAL MANAGER (HR)