



RECRUITMENT OF SPECIALIST OFFICERS

APPLICATIONS ARE INVITED FROM INDIAN CITIZENS FOR APPOINTMENT TO THE FOLLOWING POSTS OF SPECIALIST OFFICERS

Eligible candidates are requested to **APPLY ON-LINE** through Bank's website www.canarabank.com & **FORWARD THE PRINT-OUT OF ON-LINE APPLICATION ALONG WITH RELEVANT DOCUMENTS BY ORDINARY POST ONLY TO THE SPECIFIED ADDRESS BEFORE THE LAST DATE. No other means / mode of Application will be accepted.**

Unless the system generated print-out of the registered application is received by post, along with Payment Challan, Photo and other relevant documents, the on-line registration is not valid.

Important Dates	
Event	Date
Opening Date for on-line registration on Website	20.04.2011
Closing Date for on-line registration on Website [including far-flung areas]	13.05.2011
Last date for receipt of system generated print-out of registered application along with Payment Challan & other documents	20.05.2011
Last date for receipt of system generated print-out of registered application along with Payment Challan & other documents from far-flung areas *	27.05.2011

The details of posts are as follows:

Post Code	Post Name	Scale	No. of Posts	Age [Years] Min-Max
01	Network Administrator	JMGS-I	110	21 – 30
02	Data Base Administrator	MMGS-II	20	21 – 32
03	System Administrator	MMGS-II	20	21 – 32
Total			150	

Reservations:

Scale	No. of Posts for					Of which PWD			
	SC	ST	OBC	UR	Total	VC	HI	OC	Total
JMGS-I	16	08	31	55	110	01	01	01	03
MMGS-II	06	03	10	21	40	01	01	01	03
Total	22	11	41	76	150	02	02	02	06

Note: (a) The number of posts and the reservations provided are provisional and may vary according to actual requirement of the Bank. (b) 3% of the total posts @ 1% each for VC, HI & OC candidates are reserved for the Persons with Disabilities. It is clarified that it may not be possible to employ Persons with Disabilities in all Offices / Branches of the Bank and they will have to work in the posts identified by the Bank as suitable for them. (c) As the reservation for PWD candidates is on horizontal basis, the selected candidates will be placed in the appropriate category to which the candidate belongs. The above reservation is inclusive of shortfall / backlog reservation.

Abbreviations: MMGS-II – Middle Management Grade Scale II; JMGS-I – Junior Management Grade Scale I; SC - Scheduled Caste; ST - Scheduled Tribe; OBC - Other Backward Class; UR – Un Reserved; PWD – Persons With Disabilities; VC - Visually Challenged; HI - Hearing Impaired; OC - Orthopaedically Challenged.

ELIGIBILITY CRITERIA & OTHER DETAILS: All the eligibility criteria [qualification, experience, age etc] shall be computed as on 01.04.2011.

Post Code-1: Network Administrator [JMG Scale – I]

a) **Qualification:**

First class / equivalent grade in BE / B.Tech (Telecommunications / Electronics) or equivalent with **CCNA Certification**.

a) **Experience:**

Experience in configuring network devices and implementing network solutions, security protocols, interfaces etc., should have sound knowledge of LAN/WAN and virtual private network, switches, routers etc. Work experience in Bank / Financial Institutions shall be preferred.

b) **Job Profile:**

Maintaining network and network equipments; network monitoring, and trouble shooting, adding network equipments to network, liaison with telecom service provider; ensuring maximum uptime of network, knowledge of HP OPEN VIEW.

Post Code-02: Database Administrator [MMG Scale – II]

a) **Qualification:**

First class / equivalent grade in BE / B.Tech (Computer Science / Information Technology / Electronics) or MCA or equivalent with **RDBMS certification**.

b) **Experience:**

3 years of experience in the relevant field is essential. Candidates having experience in Banks / Financial Institutions in the relative area will be preferred.

c) **Job Profile:**

Database administration - preferably in Oracle, Maintaining the database; Report generation; Rectification of problems in database; Trouble Shooting; Purging; Archiving; Back-up; Re-organisation of Database; Performance tuning; Defining Oracle Parameters etc.

Post Code-03: Systems Administrator [MMG Scale – II]

a) **Qualification:**

First class / equivalent grade in BE / B.Tech (Computer Science / Information Technology / Electronics) or **MCA or equivalent**.

b) **Experience:**

3 years of experience in the relevant field is essential. Candidates having experience in Banks/Financial Institutions in the relative area will be preferred.

c) **Job Profile:**

Maintenance, monitoring and management of software and hardware etc. Applying patch, drive a project assigned. Be a Project Manager for Core Banking Solutions / Network etc.

Note:

All the qualifications mentioned should be from a recognized University / Institution.

For posts, where experience is essential / desirable, it should be full time in the relevant field of the post applied for and will only be counted from the date of acquiring the prescribed qualification.

The job profile mentioned is only in brief. Bank reserves right to assign any other duties / responsibilities depending on the requirement.

HINDI KNOWLEDGE: The candidates shall acquire working knowledge of Hindi, if not possessed already, before completion of probationary period.

Candidates may apply for more than one post. Candidates who apply for more than one post are required to pay the separate application fee and apply separately for each post.

1. SALARY & EMOLUMENTS:

Scale	Scale of Pay
JMGS-I	₹ 14500 – 600/7 – 18700 – 700/2 – 20100 – 800/7 – 25700
MMGS-II	₹ 19400 – 700/1 – 20100 – 800/10 – 28100

Dearness Allowance, HRA, CCA, Medical Aid, Hospitalisation expenses, Leave Fare Concession, Conveyance etc shall be paid as per rules. Perquisites like Quarters, Furniture etc shall be provided to Officer-employees as per rules.

2. DEFINITIONS:

A] Ex-Servicemen [XSM]:

Only those candidates shall be treated as Ex-Servicemen who fulfill the revised definition as laid down in Government of India, Ministry of Home Affairs, Department of Personnel and Administrative Reforms Notification No.36034/5/85/Estt.(SCT) dated 27.10.1986 as amended from time to time.

Note: The Territorial Army Personnel will be treated as ex-servicemen w.e.f. 15.11.1986.

B] Persons with Disabilities [PWD]:

➤ **Visually Challenged [VC]:**

(i) **Blindness** refers to a condition where a person suffers from any of the following conditions namely (a) Total absence of sight or (b) Visual acuity not exceeding 6/60 or 20/200 {snellen} in the better eye with correcting lenses; or (c) limitation of the field of vision subtending an angle of 20 degree or worse.

(ii) **Low Vision** means a person with impairment of visual functioning even after treatment or standard refractive correction but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.

➤ **Hearing Impairment [HI]** means loss of 60 decibels or more in the better ear in the conversational range of frequencies.

➤ **Orthopaedically Challenged [OC]** – All the cases of OC persons are covered under the category of Locomotor disability or cerebral palsy.

Locomotor Disability means disability of the bones, joints or muscles leading to substantial restriction of the movement of the limbs or any forms of cerebral palsy. **Cerebral Palsy** means a group of non-progressive conditions of a person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal, peri-natal or infant period of development.

Only such persons would be eligible for reservation in services / posts who suffer from not less than 40% of relevant disability.

3. 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 01.01.1962 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, United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia & Vietnam with the intention of permanently settling in India provided that a candidate belonging to categories (ii), (iii), (iv) or (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 examination/interview conducted by the Bank, but on final selection the offer of appointment may be given only after the necessary eligibility certificates issued by the Government of India, are produced.

4. RELAXATION IN UPPER AGE LIMIT

(i) Scheduled Caste / Scheduled Tribe candidates - by 5 years;

(ii) Other Backward Classes candidates - by 3 years;

(iii) Persons with Disabilities - by 10 years;

(iv) All persons who are ordinarily domiciled in Kashmir Division of J&K State during 01.01.80 to 31.12.89 - by 5 years;

(v) Ex-servicemen – Commissioned Officers including those ECOs / SSCOs who have rendered at least 5 years Military Service and have been released on completion of assignment (including those whose assignment is due to be completed on or before 30.09.2011) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or physical disability attributable to Military service or on invalidment – by 5 years (in case of selection through written test & interview), by 3 years in addition to the usual period of service in Defence forces subject to a maximum of 50 years (in case of selection only through interview).

NOTE:

a] 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. 4 (iii) to 4 (v)

b] Persons eligible for age relaxation under 4(iv) above must produce the domicile certificate at the time of interview from the District Jurisdiction where he / she had ordinarily resided or any other authority designated in this regard by the Government of Jammu & Kashmir to the effect that the candidate had ordinarily domiciled in the Kashmir Division of the State of J&K during the period from 01.01.80 to 31.12.89.

c] An Ex-servicemen who has once joined in a Govt. job on the civil side after availing the benefits given to him as an Ex-servicemen for his re-employment, his Ex-servicemen status for the purpose of re-employment in Government ceases.

5. APPLICATION FEE & POSTAL CHARGES (NON REFUNDABLE)

Category	Amount
SC / ST / PWD	₹ 50/- [Postage only]
All Others	₹ 300/-

PROCEDURE FOR MAKING PAYMENT OF APPLICATION FEE / POSTAL CHARGES:

Kindly check the eligibility for the post, before paying the fees.

The application fee / postal charges can be paid by Directly crediting the amount in any of the Canara Bank Branch only.

The procedure for payment of fee is mentioned below;

1] Take print-out of the Payment Challan from website [Format is given at end of this advertisement]

2] Fill the particulars viz, Name, Date of Birth, Contact Phone No., Category, Post Applied for, Post Code, Amount deposited, Depositing Branch Name & City

3] Submit the Fee Payment Challan & amount in any Canara Bank Branch