

RECRUITMENT OF SECURITY GUARD CUM PEON

Indian Bank invites applications from Ex-servicemen for filling up of following vacancies across different states for the post of Security Guard cum Peon in Subordinate cadre.

Before applying Candidates should ensure that they fulfill the eligibility criteria for the post. Candidates applying for more than one centre/state will be rejected.

IMPORTANT DATES

Last date for receiving the Applications	30.12.2017
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S NO	STATE	Number of Vacancies#				Total*
		UR	SC	ST	OBC**	
1	ANDHRA PRADESH	3	0	0	1	4
2	ASSAM	3	0	0	1	4
3	CHANDIGARH	2	0	0	0	2
4	GUJARAT	3	0	0	0	3
5	KARNATAKA	2	0	0	0	2
6	KERALA	4	0	0	1	5
7	PUDUCHERRY	3	0	0	1	4
8	PUNJAB	1	0	0	0	1
9	TAMIL NADU	19	6	0	9	34
10	TELANGANA	2	0	0	0	2
11	WEST BENGAL	3	0	0	0	3
TOTAL		45	6	0	13	64

* This post is not identified for reservation under Persons with Disabilities (PWD) category.

** Candidates belonging to OBC category but coming in the 'Creamy Layer' are not entitled to OBC reservation. They should indicate their category as 'General (GEN)'.

The Bank reserves its right to increase/decrease the number of vacancies or not to fill up the vacancies in the category as per its requirements

Finally selected candidates can be posted against vacancy anywhere in the state applied for, as per the administrative requirements of the Bank.

I. Eligibility Criteria:

A. Age:

Age (as on 31.07.2017): Minimum 18 years and Maximum 26 years	
Relaxation in Upper age limit:	
Category	Relaxation
Scheduled Caste/Scheduled Tribe	5 Years
Other Backward Caste- Non Creamy Layer	3 Years
Ex Servicemen	Actual Period of service rendered in the Defence forces + 3 years subject to a maximum age limit of 45 Years

Clarification of the maximum age relaxation as on 31.07.2017

- **Unreserved Candidates:** 26years + Actual Period of service rendered in the Defence forces + 3 years subject to a maximum age limit of 45 Years
- **SC/ST Candidates:** 26years + 5 Years+ Actual Period of service rendered in the Defence forces + 3 years subject to a maximum age limit of 45 Years
- **OBC Candidates:** 26years + 3 Years+ Actual Period of service rendered in the Defence forces + 3 years subject to a maximum age limit of 45 Years

Candidates seeking relaxation in age will be required to submit the necessary certificate(s) along with the application and at any subsequent stage of recruitment process as required by the Bank.

B. Other Eligibility conditions

1. Must be Ex-Servicemen from Indian Army / Navy / Air force
2. Minimum a pass in 10th standard examination or its equivalent as on 31/07/2017.
3. The candidate should be able to speak, read and write in local vernacular language of the state applied.
4. Character – “Exemplary” (Minimum requirement)
5. Medical Standards –Category “A”/ Shape-I medical category at the time of retirement
6. Must be physically fit to carry out duties of Security Guard
7. Physical Standards –Must not be Physically Handicapped or incapacitated in a manner which will hamper performance of duties as a Bank Security Guard.

II. Salary & Allowances: Rs.9560-325/4-10860-410/5-12910-490/4-14870-570/3-16580-655/3-18545

The dearness allowance, HRA and other allowances will be payable at applicable rates.

III. Mode of Selection:

Selection will be through Physical fitness test and written test. Bank reserve the right to modify the structure of examination which will be intimated through its website.

The structure of the physical fitness test and written test will be as follows.

a) Physical fitness test:

Test will comprise of 5 meter shuttle, Pushups and Sit ups.

Minimum Qualifying Standards-

5 meter shuttle – Min. 11 times in a minute, Min 13 Pushups, Min 20 Sit ups

b) Paper based-Objective type written test:

Only those candidates who qualify in Physical fitness test will be allowed to appear for the Written Test. The written test will comprise of 50 questions for duration of 90 minutes (Max marks 100).

The structure of the examination Test is as follows:-

S No.	Topics/Subject	No. of Questions	Total Time
1	Knowledge Of Local Language	10	90 Minutes
2	General Knowledge	10	
3	Simple Arithmetic And Reasoning	10	
4	Knowledge In Security Aspects	10	
5	Basics Of Banking	10	
Total		50	

To ascertain the proficiency in the local vernacular language of State / UT, the first 10 questions will be mandatory to answer and suitably framed to test the local language. In case any of the candidates fails to secure minimum 40% in the first 10 questions of local language proficiency test (35% for SC/ST Category), further questions will not be evaluated and those candidates will be deemed to be disqualified for the post.

Candidates should secure a minimum of 40% in total marks and as per GOI guidelines 5% relaxation will be factored in case of SC/ST candidates. The written test except proficiency in the local language will be available bilingually i.e. English / Local language.

IV. Centers for Test (To be mentioned by candidate in his application)

Name of the Centre	Code No.	Name of the Centre	Code No.
Andhra Pradesh	11	Pondicherry	17
Assam	12	Punjab	18
Chandigarh	13	Tamil Nadu	19
Gujarat	14	Telangana	20
Karnataka	15	West Bengal	21
Kerala	16		

Candidates can select only one centre and must indicate its name and Code No. in the application. The Bank reserves the right to add or delete any centre. The time, date and venue of the test will be communicated to the shortlisted candidates in due course. Request for change of centre will not be entertained.

V. General Rules / Instructions:

- Candidates should satisfy themselves about their eligibility for this post.
- The candidates have to apply in Offline mode only and send the application to the address mentioned below for the respective state.
- Candidates should have a valid Email-Id which should be kept active till the declaration of final result. No change in Email-Id will be entertained during the entire process of recruitment

- d. It is mandatory to send in the prescribed format before closing date. Candidates should submit the application along with copies of certificates/ documents in support of their age, qualification, experience etc.
- e. If at any stage, it is found that any information furnished in the application is false/ incorrect or if according to the Bank, the candidate does not satisfy the eligibility criteria, his candidature/ appointment will be cancelled/ terminated.
- f. Any incomplete application is liable to be rejected.
- g. The Bank shall not entertain requests from the candidates seeking advice about their eligibility to apply.
- h. Candidates already in service of Government/Quasi-Government Organisations and Public Sector Banks /Undertakings will have to send a "No Objection Certificate (NOC)" from their employer along with the applications or through proper channel. Without 'NOC', the applications will be rejected. However, before appointment in Indian Bank, a proper discharge certificate from the employer will have to be produced.
- i. Candidates will be advised about their inclusion for the test in due course. The shortlisted candidate for test after screening of their eligibility along with the time table (i.e. date, time and venue of test) will be communicated at the appropriate time.
- j. The Bank does not furnish the mark-sheet to candidates.
- k. Canvassing in any form will be a disqualification.
- l. In all matters regarding eligibility, assessment, prescribing minimum qualifying standards in test in relation to number of vacancies and communication of result, the Bank's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- m. Candidates have to make their own travel and stay arrangement and Bank will not bear any expense.
- n. No other application except the prescribed format available in the Bank's website will be accepted.
- o. Any resultant dispute arising out of this advertisement/ recruitment shall be subject to the sole jurisdiction of the Courts situated at Chennai only.

VI. HOW TO APPLY:

- a. Candidates should visit Bank's website **www.indianbank.in** and in the **careers** page, under recruitment of Security Guard cum Peon, the application can be downloaded. The duly completed application form along with the following documents should be submitted to the respective Indian Bank Zonal offices of the state for which applied (Details mentioned below).

Documents to be enclosed:

- Copy of PAN Card
- Proof of date of birth / Matriculation or SSC Examination certificate in support of age.
- Mark sheets in support of educational qualifications.

- Discharge Certificate/Service Record Book/Record of Service Book duly indicating the date of joining with rank/designation, date of relieving with rank/designation and reason for relieving etc. issued by the Employer/Competent authority.
- In case candidate belongs to SC/ST/OBC category, copy of the latest Caste / community Certificate from the competent authority, in the format given on website.

Applications should be sent through Registered/Speed post only. Bank will not be responsible for any delay by Postal Department/Courier Service.

Addresses of the Zonal Offices of the respective state for sending the complete application form along with documents are mentioned below. The envelope containing the application should be super-scribed **“Application for the post of Security Guard cum Peon 2017-18”** addressing to ***The Chief Manager, HRM Department*** of the respective Zonal Offices.

S NO	STATE	INDIAN BANK ZONAL OFFICE ADDRESS	CONTACT NO.
1	ANDHRA PRADESH	INDIAN BANK, ZONAL OFFICE VISAKHAPATNAM, 3RD FLOOR, SAI TRADE CENTRE, 2ND LANE, DWARAKA NAGAR, VISAKHAPATNAM 530016	0891-2551552
2	ASSAM	INDIAN BANK, ZONAL OFFICE GUWAHATI, SHARMA AND SHARMA MARKET, 2ND FLOOR, R G BARUAH ROAD, OPP GUWAHATI COMMERCE COLLEGE, CHANDMARI, KAMRUP, GUWAHATI 781003	7086066081
3	CHANDIGARH	INDIAN BANK, ZONAL OFFICE CHANDIGARH , SCO 191-192 INNER MARKET, SECTOR 7-C, CHANDIGARH 160019	1725055904
4	GUJARAT	INDIAN BANK, ZONAL OFFICE AHMEDABAD, 201-205,B BLOCK, RUDRA ARCADE, 2 ND FLOOR, MEMNAGAR, AHMEDABAD 380052	7927431248
5	KARNATAKA	INDIAN BANK, ZONAL OFFICE BANGALORE, 4TH FLOOR, EAST WING, 26/27, RAHEJA TOWERS, M G ROAD, BANGALORE 560001	080-22958899
6	KERALA	INDIAN BANK, ZONAL OFFICE THIRUVANANTHAPURAM, INDIAN BANK TOWERS, M G ROAD, THIRUVANANTHAPURAM 695001	0471-2578604/15
7	PUDUCHERRY	INDIAN BANK, ZONAL OFFICE PUDUCHERRY, 66/4,EAST COAST ROAD, PAKKAMUDAYANPET, PUDUCHERRY 605008	0413-2257139

S NO	STATE	INDIAN BANK ZONAL OFFICE ADDRESS	CONTACT NO.
8	PUNJAB	INDIAN BANK, ZONAL OFFICE LUDHIANA, SCF-88, URBAN ESTATE, PHASE-I, DUGRI, LUDHIANA 141013	0161-5232105
9	TAMIL NADU	INDIAN BANK, CORPORATE OFFICE, 254-260, AVVAI SHANMUGAM SALAI, ROYAPETTAH, CHENNAI 600014	044-28134396
10	TELANGANA	INDIAN BANK, ZONAL OFFICE HYDERABAD, 4TH FLOOR , LIBERTY PLAZA, HIMAYATNAGAR, HYDERABAD 500029	040-23223275
11	WEST BENGAL	INDIAN BANK, ZONAL OFFICE KOLKATA, 3/1 R N MUKHERJEE ROAD, 4TH FLOOR, G P O, KOLKATA 700001	033-22488068

Disclaimer:

Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection, it will lead to disqualification of the candidate from the selection process and the candidate will not be allowed to appear for any exams of the Bank in future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect. The Bank reserves the right to cancel the conduct of this recruitment process without assigning any reason.

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

Chennai

General Manager (HRD & HRM)