



## **Recruitment of Specialist Officers (CRP-XII) – Residual vacancies (Phase-I) for 2023-24 from reserve list**

Subsequent to the recruitment exam conducted by IBPS and on boarding of provisionally selected candidates as Specialist Officer in Rajbhasha, IT, HR and AFO in Junior Management Grade Scale-I in our Bank on 02.05.2023. It has been now decided by the Bank to onboard 08 provisionally selected candidates against residual vacancies (Phase-I) from reserve list. Provisionally selected candidates are advised to report at SPBT Mumbai on 05.09.2023 for joining & documents/ bio-metric/Iris verification along with medical and subsequent 2 week training. List of provisionally selected candidates along with specialist category against their name is attached.

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

Address of the Training College with name and contact number of the nodal officer is as under:

- 1. Sir Sorabjee Pochkhanawala Banker's Training College (SPBTC, Mumbai), Near Cooper Hospital, JVPD Scheme, Juhu Vile Parle (West), Mumbai-400056.**

**Name: Mr.Siba Prasad Singh:-**

**Contact no. 9168123459, land line 022 -61458011, email: trainingq5@centralbank.co.in**

- **List of provisionally selected candidates along with specialist category in front of name is attached.**

Candidates are advised to carry original as well as photocopy of KYC Documents (PAN, Adhar, Passport, Driving License etc.) and all other relevant documents i.e. certificate of educational qualification/Caste certificate/Disability certificate if applicable along with 4 recent passport size colour photographs and any other document required as enumerated in notification for verification by Bank official. Persons with temporary disability shall not have the benefit of reservation of PwBDs (Persons with Benchmark Disabilities)

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/joining process shall be final and binding.

Individual appointment letters of the provisionally selected candidates are being dispatched through Speed Post at their registered addresses. The time of reporting at Training Centre is **9:30 AM on the scheduled date i.e. 05.09.2023**. 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.

The candidates are advised to come fully prepared as their place of posting will be allotted from training centre with an advice to report directly to the place of posting.

Further, appointment of the candidates belonging to Jat Community will be dealt in accordance with the judgement of Supreme Court dated 17.03.2015.

**Formalities to be completed:**

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

(FORMATS OF DOCUMENTS MENTIONED BELOW AT POINT NO. 1, 2 & 3 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 Recruitment Application Form (Proforma enclosed) – 2 copies.
2. Employee's Antecedent -2 copies.
3. Three character certificates as under:
  - I. From Principal/Head of the Department of the College/University last attended.
  - II. From Gazetted Officers.
  - III. From Branch Manager of any Nationalised Bank/from present employer (if employed).

**(Certificates given by relatives are not acceptable).**

4. If employed, Discharge Certificate from your present employer.
5. All original documents (SSC/HSC/Graduation/Post-Graduation Mark sheets and Certificates etc.) for its verification.
6. Experience certificates in original (if applicable). Please note that experience certificate where ever required should clearly state the field and years of experience.
7. Valid caste certificate, Cast validity certificate (wherever applicable) from the Competent Authority (as prescribed by the Government) in support of your claim of belonging to OBC/SC/ST/PWD/EWS etc.
8. In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to creamy layer section excluded from the benefits of reservation for Other Backward Classes in Civil post & services under Government of India. Candidates belonging to OBC category but coming under creamy layer are not entitled to OBC reservation. The candidate should possess a valid OBC certificate with a Non-creamy layer clause as per the Government of India guidelines, from time to time.
9. Duly filled Subscriber Registration form (CSSI) for generating Permanent Retirement Account Number (PRAN), under Defined Contributory Pension Scheme (DCPS).

(Note- Enclosed forms must be completed in all respects, wherever required Passport size photograph may be affixed. Names and addresses of the Police Head Quarters and Local Police Station may be furnished correctly and should be complete, so that the verification process is completed expeditiously and without any hitch).

In addition to above documents/ duly filled formats to be submitted at the time of joining by the provisionally selected candidates, the following three additional formats are to be submitted on the day of joining as under:

- a. Employee Undertaking cum Declaration – New Hires (TO BE NOTARISED AND SUBMITTED AT THE TIME OF REPORTING)
- b. MEDICAL FITNESS CERTIFICATE (TO BE SIGNED BY CHIEF MEDICAL OFFICER/CIVIL SURGEON) and
- c. DECLARATION TO BE SUBMITTED BY CANDIDATE (TO BE SIGNED BY CANDIDATE AND COUNTERSIGNED BY CHIEF MEDICAL OFFICER/CIVIL SURGEON)

**Above three formats are attached as annexures**

**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.**

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 fulfill the eligibility criteria at any point of time.

It is reiterated that candidates should regularly visit the Bank's website for updates/ notices/ instructions. All announcements/addendum/ corrigendum/ details pertaining to this process will be only published / provided on authorized Bank's website [www.centralbankofindia.co.in](http://www.centralbankofindia.co.in) from time to time under Career section.

No separate communication/ intimation will be sent to the candidates who are not selected/ shortlisted in the process. All notification/ communication placed on Banks's website shall be treated as intimation to all candidates who have applied for the process.

The Bank reserves the right to reject any application/ candidature at any stage or to cancel the recruitment process entirely at any stage 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**

**-SD-**

**GENERAL MANAGER-HCM**

**DATE: - 04.08.2023**