



इंस्टीट्यूट ऑफ बैंकिंग पर्सोनेल सिलेक्शन

(भारतीय रिज़र्व बैंक, केंद्रीय वित्तीय संस्थाओं व सार्वजनिक क्षेत्र के बैंकों द्वारा स्थापित एक स्वायत्त संस्था)

INSTITUTE OF BANKING PERSONNEL SELECTION

(An autonomous body set up by Reserve Bank of India, Central Financial Institutions and Public Sector Banks)

असेसमेंट में, हम पर भरोसा रखता है भारत

In assessment, India trusts us

INVITES APPLICATIONS FOR

Sr. No.	Post Name	Number of vacancies
01	Banker Faculty –Technical (on contract)	02
02	Hindi Officer (on Contract)	01

A. ELIGIBILITY CRITERIA (as on 01.06.2020)

Candidates, intending to apply for the above posts should ensure that they fulfil the minimum eligibility criteria specified by IBPS in this advertisement.

Please note that the eligibility criteria specified herein are the basic criteria for applying for the post. Candidates must necessarily produce the relevant documents pertaining to age, educational qualifications, post qualification work experience etc. in original along with a photocopy thereof in support of their identity and eligibility as indicated in the application form.

A.1 Age, Educational Qualifications & Post Qualification Work Experience (As on 01.06.2020):

Post Name	Age	Educational Qualifications	Post Qualification Minimum Work Experience
Banker Faculty – Technical (On Contract)	Not exceeding 62 years A candidate must have been born not earlier than 02.06.1958 (date inclusive)	B.Tech. or B.E or AMIE as a full time course from a recognized university/Institute in Electrical or Mechanical or Civil or Electronic & Telecom or Instrumentation or Chemical or Information Technology or Computer science	The incumbent should be an officer (Scale IV and above) retired on attaining superannuation/voluntarily retired, retired under SBP VRS, released under Exit Option Scheme or who have left the Bank/ Organization otherwise before superannuation from the services of any Public Sector Bank/financial organization with Minimum 15 years post qualification experience preferably as Technical Officer/SSI Officer in a bank/Financial Institutions/Public sector organizations in Senior Management cadre or Minimum 15 years' experience of teaching one (Or more) of the above subjects in a reputed Institute/College

Post Name	Age	Educational Qualifications	Post Qualification Minimum Work Experience
Hindi Officer (on contract)	Minimum age – 40 years and Maximum age Not exceeding 61 years i.e. a candidate must have been born not earlier than 02.06.1959 and not later than 01.06.1980 (both dates inclusive)	Master's Degree of a Recognized University or equivalent in English/Hindi with Hindi/English as a compulsory or elective subject at degree level OR Master's degree of a recognized university in any subject other than Hindi or English, with Hindi or English medium and English or Hindi as a compulsory or elective subject or as medium of examination at degree level; OR Master's degree of a recognized university in any subject other than Hindi or English, with Hindi or English as a compulsory or elective subject or either of the two medium of examination and the other as a compulsory or elective subject at the degree level.	The incumbent may be an officer in Service OR retired on attaining superannuation/voluntarily retired, retired under SBP VRS, releases under Exit option Scheme or who have left the Bank/Organization otherwise before superannuation from the services of any financial institution having worked at least as Chief Manager or its equivalent. Essential: (1) Working knowledge in Hindi translation at least for 5 years in Govt./Bank/Financial Institutions/ Reputed organizations (2) Competency in computer operations in Hindi and English language

❖ **Age criteria will however not be applicable for internal candidates already with IBPS under contractual agreement.**

- A.2.** His/ her integrity should not have been doubtful during his/her service.
A.3. No punishment/penalty should have been inflicted on him/her during his/her service.
A.4. Cases of CBI or other law enforcement agencies should not be pending against him/her.
A.5. Knowledge of computer operations /languages will be added advantage.

B. JOB PROFILE, ROLE & RESPONSIBILITIES

For the post of Banker Faculty-Technical (on contract) :

Writing, sourcing and reviewing questions (multiple choice or short answer type questions) in various areas of specializations and/or other related areas such as Electrical, Mechanical, Civil, Electronics, Telecom, Instrumentation, Metallurgy, Food Science/Technology, Marketing, HR, Systems, Computer, SSI, Agriculture and Allied fields, Banking, Financial Awareness, etc. and related analysis and co-ordination work. Any other work assigned by the competent authority.

For the post of Hindi Officer (on contract) :

1. Translation of confidential examination questions and other official documents in Hindi Language.
2. Development of Objective and Descriptive type questions to test proficiency in Hindi language and official language policy for various posts.

C. TERMS OF APPOINTMENT

Appointment will be on **contractual basis**. The initial period will be of **3 years** subject to half yearly review and may be renewed subsequently subject to his/her continued good performance and physical fitness.

D. SALARY : –

For Banker Faculty (Technical) (on contract) : Rs.75,000/- per month

For Hindi Officer (on contract) : Rs. 56,000/-per month

In addition, other benefits such as Medical Bills Reimbursement, Telephone & Newspaper Bill Reimbursement, Leave encashment, Canteen Subsidy, Medi-claim etc. are admissible as per rules-

E. HOW TO APPLY: –

Interested candidates who are meeting with above mentioned eligibility criteria as on **01.06.2020** only may forward their applications giving details of job experience, on plain paper in the attached format along with self-attested Xerox copies of all necessary documents to

**The Division Head (Administration)
Institute of Banking Personnel Selection,
IBPS House, Plot No.166,
90 ft DP Road, Off Western Express High way,
Kandivali (East), Mumbai 400 101**

Last date of receipt of application is 30.06.2020 (before 5.00 pm).

- Application received after this date and time will not be considered.
- Application not in the prescribed format and /or without necessary documents will be rejected.
- Not more than one application should be submitted by any candidate. In case of multiple Applications the candidature shall be cancelled.
- Internal candidate, if eligible, may also apply.
- IBPS reserves the right to reject applications of any or all the candidates without assigning any reason.

Please Note:

- *The posting of the selected candidates will be in MUMBAI Only. He/She will have to make his/her own arrangement of accommodation in MUMBAI.*
- *Send your application only through the post or courier. IBPS shall not under any circumstances be liable for misplace, damage and/ or delay in delivery of application by the post or by the courier agencies.*
- *Hand Delivery of application will not be accepted.*
- *Candidates may have to appear before the Interview Committee at a very short notice of not exceeding three days.*
- *The internal candidates may handover the application directly to Division Head (Administration) only.*

❖ **Any addendum/corrigendum/ Notice shall be posted only on Institute's website.**

- ❖ Candidates shortlisted will be called for Selection Process/Interview. Selection will be made by a committee and such selection will be Final.

Applicants must super-scribe “Application for the post of “**Banker Faculty – Technical (on contract)**” OR “**Hindi Officer (on contract)**” **on the top of the upper part of the sealed envelope containing the application.**

10.06.2020

Division Head (Administration)
IBPS, Mumbai

APPLICATION FORMAT

To,

Division Head (Administration)
Institute Of Banking Personnel Selection
IBPS House,
90"ft DP road, off W E Highway
Kandivali (East)
Mumbai 400 101

PASTE (not staple)
your recent passport
size photograph here
and sign across it in
full name with
date

Sir,

**SUB : Application for the post of Banker Faculty – Technical (on contract) /
Hindi Officer (on Contract) in IBPS**

With reference to your advertisement dated 10.06.2020, I submit herewith my application for the post of _____ (on contract) in Institute Of Banking Personnel Selection. I have read about the role, remuneration and brief terms & conditions relating to the post and advise that they are acceptable to me.

1. Full Name: Shri/Smt/Kum (in block letters)

2. Father's/Husband's name

3. Date of Birth _____ **AGE** [_____ yrs.]
(DD/MM/YYYY) (As on 01.06.2020)

4. Educational Qualification: ---- (self-attested copies of certificates attached)

Academic Qualification	Board / Institute / University	Year Of Passing	Percentage

5. Work experience: (Supporting Documents attached)

ORGANISATION	POSITION HELD	PERIOD (FROM ---TO)

6. Languages Known

Language	Read	Write	Speak

7. In case of retired person:-

- a. Name of the BANK / ORGANISATION / DEPARTMENT from Where Retired

- b. Date of retirement (DD/MM/YYYY) : _____

- c. Post held at the time of retirement : _____

- d. No. Of years of service : _____

8.. In case of a person who is in service post retirement: -

- a. Name of the BANK / ORGANISATION/ DEPARTMENT

- b. Designation : _____

- c. No. Of years of service : _____

9. Candidate's address:

Correspondence Address: (IN BLOCK LETTERS)

Dist. _____

State _____ PIN : _____

MOBILE NO. _____ Email ID _____

Skype Id _____

10. Permanent Address : (IN BLOCK LETTERS)

Dist. _____

State _____ PIN : _____

PHONE WITH STD _____

11. References:

1. Name : _____

Address: _____

Telephone Number (with STD code) _____

Mobile Number : _____, _____ EMAIL ID : _____

2. Name : _____

Address : _____

Telephone Number (with STD code) _____

Mobile Number _____ EMAIL ID : _____

12. Declaration:

I hereby declare that

- (i) No punishment / penalty were inflicted on me during my service in any organisation.
- (ii) No case of CBI or any other Law Enforcement Agency is pending against me.
- (iii) I am physically fit to carry out duties of the _____
(on contract)

I further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief and I have not suppressed any material fact(s)/information. I understand that in the event of any information being found untrue or incomplete at any stage or me not satisfying any of the eligibility criteria according to the requirements of the related advertisement of Institute Of Banking Personnel Selection, my candidature / appointment for the said post is liable to be cancelled at any stage and even after appointment, my services are liable to be terminated without any notice.

Place: _____ Signature: _____

Date: _____ Name of the candidate: _____
(in block letters)