State Bank of India

CENTRAL RECRUITMENT AND PROMOTION DEPARTMENT, CORPORATE CENTRE, MUMBAI.
ADVERTISEMENT NO. CRPD/SO/2012-13/03
RECRUITMENT OF SECURITY OFFICERS IN MIDDLE MANAGEMENT GRADE SCALE - II IN STATE BANK GROUP [DEPUTY MANAGER (SECURITY)]

1) Online registration of Application From : 09.01.2013
2) Last date for Registration of online application : 24.01.2013
3) Payment of fees - online : 09.01.2013 to 24.01.2013
4) Payment of fees - offline : 11.01.2013 to 28.01.2013

On-Line Applications are invited from eligible Indian Citizens for appointment as Security Officer In Middle Management Grade Scale II in State Bank Group. Selected candidate are liable to be posted anywhere in India.

VACANCIES :

Bank	SC	ST	OBC	Gen	Total
SBI	9	4	16	31	60
SBBJ	-	-	-	1	1
TOTAL	9	4	16	32	61

1. Please refer to our Advertisement No. CRPD/SCO/2012-12/02 dated 28.09.2012, wherein we have advertised vacancies for the post of Deputy Manager (Security) for the Associate Banks of State Bank of India.

The selection for already advertised vacancies and the vacancies detailed in this advertisement will be done together. Those who have already applied under the earlier advertisement, mentioned above, need not apply again under this advertisement. Preference of Banks will be taken at the time of interview. Allotment of Bank will be done on the basis of ranking and preference of the candidate in the combined merit list.

ELIGIBILITY CRITERIA : AS ON 01.10.2012

(A) An officer with minimum 5 years commissioned service in Army/Navy/Air Force or a Police Officer not below the rank of ASP/Dy. SP with minimum 5 years service in that rank or officer of identical rank with minimum 5 years service in para-military services. Officers from the fighting arms will be given preference.

(B) Age : 35 years age maximum as on 01.10.2012

2. PROBATION: 2 years

3. SELECTION PROCEDURE
The selection of the candidates for the post will be done on the basis of shortlisting and interview. Merit List for selection will be prepared in descending order on the basis of marks scored in interview.

4 EMOLUMENTS:
(a) **PAY** : They will draw a starting basic pay of Rs. 19,400/- in the scale of Rs. 19,400- 700/1-20,100-800/10-28,100 applicable to Middle Management Grade Scale II. They will also be eligible for D.A., H.R.A. & C.C.A. as per rules in force from time to time. At present, initial monthly emoluments of Middle Management Grade Scale II Officers, including D.A., H.R.A. and C.C.A., are approximately Rs. 36,500/- p.m. at Metropolitan centres. The emoluments are subject to deduction of pensionary benefits, if any, being enjoyed from previous employer ignoring Rs. 500/- p.m. & as per guidelines issued by Government of India from time to time.

(b) **PERQUISITES**
- HTC/LFC facility and Medical Aid for Self and Dependents.
- Concessionary Housing / Vehicle / Personal Loans.
- Superannuation Benefits - Provident Fund, Pension and Gratuity. The new recruits will be eligible for those benefits as applicable / available as on the date of their joining the Bank.

5. DESPATCH OF COPY OF APPLICATION :- Candidates for the post of Dy Manager (Security) are advised **to send the computer generated hard copy of application** duly signed and pasted with their recent photographs along with relevant documents (date of birth, service certificate/discharge certificate, caste certificate, if belonging to SC/ST/OBC categories). **These documents should reach** General Manager, State Bank of India, Central Recruitment & Promotion Department, Tulsiani Chambers, 1st Floor, West Wing, 212, Free Press Journal Marg, Nariman Point, Mumbai-400 021 (Maharashtra), India in an envelope superscribed with **"Application for the post of Dy Manager (Security)"** by 09.02.2013. In case of non-receipt of application by the aforesaid date, their candidature will not be considered for the shortlisting and selection.

: GENERAL INSTRUCTIONS :

1. APPLICATION FEE AND / OR INTIMATION CHARGES : (Non Refundable)

Sr. No.	Category	Total
1.	SC / ST / PWD	Rs. 50/- (Intimation Charges only)
2.	All others	Rs. 500/- (App. fees plus Intimation charges)

FEE AND /OR INTIMATION CHARGES ONCE PAID WILL NOT BE REFUNDED ON ANY ACCOUNT NOR CAN IT BE HELD IN RESERVE FOR ANY OTHER EXAMINATION OR SELECTION.

2. Relaxation in the Upper Age Limit to Reserve category candidates
Upper age is relaxable by
(1) 3 years in the case of OBC candidates.
(2) 5 years in the case of : i) SC/ST candidates. ii) Ex-servicemen (including Emergency Commissioned Officers/Short Service Commissioned Officers) provided applicants have rendered at least five years continuous Military Service and have been released on completion of assignment (including those whose assignment is due to be completed within one year) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or on account of physical disability or have been released on account of physical disability attributable to Military Service or on invalidment iii) Candidates who had ordinarily been domiciled in Kashmir Division of the State of Jammu and Kashmir between 1st January, 1980 and 31st December, 1989.

NOTE : CUMULATIVE AGE RELAXATION WILL NOT BE AVAILABLE EITHER UNDER THE ABOVE ITEMS OR IN COMBINATION WITH ANY OTHER ITEMS.

3. HOW TO APPLY:

GUIDELINES FOR FILLING ONLINE APPLICATION :
Candidates will be required to register themselves online first through Bank's website **www.statebankofindia.com** or **www.sbi.co.in**. After which candidates are required to pay the requisite application fee through one of the following mode-
(i) Offline mode (the system will generate a cash voucher/ challan form pre-printed with the candidate's details which will be required to be presented at any State Bank of India counter with the requisite fee. On payment of the requisite fee through computer generated challan form, registration of the online application will be complete).
(ii) Online mode (the payment can be made by using debit card/ credit card/ Internet Banking).

Pre-requisites for Applying Online
Candidates should have valid email ID which should be kept active till the declaration of results. It will help him/her in getting call letter/interview advices etc. by email.

OPTION- I : PAYMENT OF FEE (OFFLINE):
i) Candidates should first scan their photograph and signature as detailed under guidelines for scanning the photograph and signature.
ii) Candidates to visit Bank's website **www.statebankofindia.com** or **www.sbi.co.in** and open the appropriate Online Application Format, available in the 'Recruitment link'.
iii) Fill the application carefully. Once the application is filled in completely, candidate should submit the data. In the event of candidate not able to fill the data in one go, he can save the data already entered. When the data is saved, a provisional registration number and password will be generated by the system and displayed on the screen. **Candidate should note down the registration number and password**. They can re-open the saved data using registration number and password and edit the particulars, if needed. This facility will be available for three times only. Once the application is filled in completely, candidate should submit the data and take a printout of the system generated fee payment challan. **No change/ edit will be allowed thereafter. The registration at this stage is provisional**.
iv) Fee Payment: Fee payment will be accepted from 2nd working day after registration and can be made within three working days at any branch of State Bank of India. System generated fee payment challan will be used for depositing the fee. Once fee is paid, the registration process is completed.
v) Candidate will receive registration confirmation by SMS/e-mail after three working days from the date of payment of fees. Please ensure to furnish correct Mobile number / email address to receive the registration confirmation.
vi) Three days after fee payment, candidates will also have a provision to reprint the submitted application containing fee details. The printout of the application form and fee receipt should be retained with the candidate. It will have to be submitted at the time of interview, if called for.

OPTION- II : PAYMENT OF FEES : [ONLINE] :
I. FOLLOW STEPS i) to iii) GIVEN UNDER OPTION-I ABOVE.
No fee payment challan will be generated. Fee payment will have to made online through payment gateway available thereat.
II. After ensuring the correctness of the particulars of the application form candidates are required to pay fees through the payment gateway integrated with the application, following the instructions available on the screen.

No change/edit will be allowed thereafter.
III. The payment can be made by using debit card/ credit card/ Internet Banking by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates.
IV. On successful completion of the transaction, e-receipt and application form will be generated; which may be printed for record.
V. If the online transaction is not successfully completed, please register again and make payment online.
Note : There is also a provision to reprint the e-Receipt and Application form containing fee details, at later stage.
GUIDELINES FOR SCANNING THE PHOTOGRAPH & SIGNATURE

Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph and signature as per the specifications given in Annexture-I. Your online application will not be registered unless you upload your photo and signature as specified.

On uploading your photo and signature, as specified, your online appliction will be provisionally registered.
Note :
a. In case the face in the photograph or signature is unclear, the candidate's application may be rejected.
b. Candidates are advised to take a printout of their system generated online application forms after submitting.
c. In case the photograph or signature is unclear, the candidate may edit his application and re-upload his photograph or signature.
d. On-line registration of application & fee payment will be available from 09.01.2013 to 24.01.2013. Last date for cash deposit will be 28.01.2013 for offline registration.
e. Candidates serving in Govt./Quasi Govt. offices, Public Sector undertakings including Nationalized Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.
f. In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.
g. Those who are still in Defence Services but have not completed their specific period of engagement, should submit a certificate from the competent Authority that they will be completing the specific period of engagement and will be relieved from the Defence Services within one year from the last date of online registration of applications.
h. Caste certificate issued by Competent Authority on format prescribed by the Government of India to be submitted by the SC/ST candidates, if called for interview.
i. Candidates belonging to OBC category but coming under the 'CREAMY LAYER' are not entitled to OBC reservation. They should indicate their category as 'GEN' or 'GEN PH' as applicable.
j. A declaration to be submitted in the prescribed format by candidates seeking reservation under OBC category that he/she does not belong to the creamy layer as on 24.01.2013. The OBC certificate containing the 'Non-creamy layer' clause, issued during the period 01.04.2012 to 31.03.2013, should be submitted by such candidates, if called for interview.

4. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:
Candidates are cautioned that they should not furnish any particulars that are false, tampered/fabricated and they should not suppress any material information while filling up the application form.

5. GENERAL INFORMATION :
(i) Candidates should satisfy themselves about their eligibility for the post applied for.
(ii) Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date for depositing the fee to avoid the possibility of disconnection / inability / failure to log on to the website on account of heavy load on internet or website jam.
(iii) SBI does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of SBI.
(iv) IN CASE IT IS DETECTED AT ANY STAGE OF RECRUITMENT THAT A CANDIDATE DOES NOT FULFIL THE ELIGIBILITY NORMS AND / OR THAT HE / SHE HAS FURNISHED ANY INCORRECT / FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), HIS / HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS / ARE DETECTED EVENAFTER APPOINTMENT, HIS /HER SERVICES ARE LIABLE TO BE TERMINATED.
(v) Candidates are advised to keep their e-mail ID alive for receiving advices, viz. call letters/Interview advices etc.
(vi) Appointment of selected candidates is subject to his /her being declared medically fit as per the requirement of the Bank concerned.
(vii) DECISIONS OF BANK IN ALL MATTERS REGARDING ELIGIBILITY, SELECTION, ALLOTMENT TO ANY BANK OF THE STATE BANK GROUP WOULD BE FINAL AND BINDING ON ALL CANDIDATES. NO REPRESENTATION OR CORRESPONDENCE WILL BE ENTERTAINED BY THE BANK IN THIS REGARD.
(viii) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Mumbai and courts/tribunals/forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/dispute.

CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION

State Bank of India, Corporate Centre, Mumbai
Date : 07.01.2013

General Manager

This advertisement is also available on Bank's Website : http://www.statebankofindia.com or http://www.sbi.co.in. The Bank is not responsible for printing errors, if any.

ANNEXURE I

(i) PHOTOGRAPH IMAGE :

- Photograph must be a recent passport size colour picture.
- The picture should be in colour, against a light-coloured, preferably white, background.
- Look straight at the camera with a relaxed face
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- If you have to use flash, ensure there's no "red-eye"
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 20kb–50 kb
- Ensure that the size of the scanned image is not more than 50KB. If the size of the file is more than 50 KB, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.

(ii) SIGNATURE IMAGE:

- The applicant has to sign on white paper with Black Ink pen.
- The signature must be signed only by the applicant and not by any other person.
- If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Attendance Sheet, the applicant will be disqualified.
- Dimensions 140 x 60 pixels (preferred)
- Size of file should be between 10kb – 20kb
- Ensure that the size of the scanned image is not more than 20KB

SCANNING THE PHOTOGRAPH & SIGNATURE :

- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- Set Color to True Color
- File Size as specified above
- Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above).
- The image file should be JPG or JPEG format. An example file name is : image01.jpg or image01.jpeg Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.

Candidates using MS Windows/MSOffice can easily obtain photo and signature in .jpeg format not exceeding 50KB & 20KB respectively by using MS Paint or MSOffice Picture Manager. Scanned photograph and signature in any format can be saved in .jpg format by using 'Save As' option in the File menu and size can be reduced below 50KB(photograph) & 20KB(signature) by using crop and then resize option [Please see point (i) & (ii) above for the pixel size] in the 'Image' menu. Similar options are available in other photo editor also.

If the file size and format are not as prescribed, an error message will be displayed.

While filling in the Online Application Form the candidate will be provided with a link to upload his photograph and signature.

Procedure for Uploading the Photograph and Signature

(i) There will be two separate links for uploading Photograph and Signature
(ii) Click on the respective link "Upload Photograph / Signature"
(iii) Browse & Select the location where the Scanned Photo / Signature file has been saved.
(iv) Select the file by clicking on it.
(v) Click the 'Upload' button.