

ALLAHABAD BANK

Recruitment of Armed Guards for Mumbai Zonal Office

Applications are invited from eligible Indian Citizens who fulfill the eligibility criteria regarding age, educational qualification, reservation (where applicable) for the post of "Armed Guard" in Subordinate Staff cadre for the branches/Offices in Mumbai centre under Bank's Mumbai Zonal Office.

1. Category wise vacancy position:

General	SC	ST	OBC	Total
6	2	1	2	11

N.B. 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 requirement.

2. Eligibility: (As on 11.12.2014)

I. Age:

Minimum age is 18 years with maximum 26 years for General candidates with relaxation in upper age as under :

- SC/ST candidates by 5 years and OBC candidates by 3 years.
- For Ex-servicemen, further relaxation of minimum 3 years plus actual period of service in the Armed Forces with maximum age limit of 50 years
- The relaxation in upper age limit is cumulative, if the candidate belong to more than one category.

II. Educational Qualifications:

A pass in Eighth standard or its equivalent but the candidate should not have passed 10+2 examination or its equivalent.

III. Experience/ Proficiency

Only Ex-servicemen having worked for not less than 3 years of service in Armed Forces of the Union are eligible.

3. Job requirement:

They are required to perform watch and ward duties i.e. to watch or look after the premises or department for the purposes of its safety, security and guard against attack or assault or infiltration and against removal of the bank's property by any unauthorized persons and/or to watch and guard as above the movement of cash from one place to another whether inside or outside the Bank, for which purpose they are required by the bank to carry any of licensed weapons and as may be decided by the Bank from time to time.

4. Pay and Allowance:

In the Pay Scale of 5850-(200/4)-6650-(250/5)-7900-(300/4)-9100-(350/3)-10150-(400/3)-11350 as per Bipartite Settlement and other allowances like Dearness allowance, House Rent Allowance etc. as admissible from time to time. They shall be covered under Defined Contributory Pension Scheme of the Bank.

5. Selection Procedure:

The candidates short listed for the post of Armed Guard may have to undergo written test/ proficiency test and /or interview and their selection will be made on the basis of their performance in the written test/proficiency test and/or interview. Accordingly, candidates found suitable will be placed on the list to be prepared for the post of Armed Guard subject to vacancies and reservation requirements.

6. General Instructions:

- Candidates who fulfill the eligibility requirements of age, educational qualification, experience etc. only need to apply.
- Mere fulfilling eligibility criteria does not entitle candidate to be called for test/interview. The Bank reserves the right to raise the minimum eligibility standards, etc. in order to restrict the number of candidates to be called for test/interview to commensurate with the number of vacancies. The decision of the Bank in this regard will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the bank in this behalf.
- Date of birth as recorded in the School Leaving Certificate / Transfer Certificate / Birth Certificate issued by Municipal Corporation will be accepted as a proof of age.
- Any dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai.
- Canvassing in any form will be a disqualification.
- All candidates will have to produce, if called for interview, originals as well as attested photocopies of their educational and experience certificates as well as caste certificate, or any other certificate in support of their eligibility, failing which their candidature will be cancelled.
The SC/ST/OBC caste certificate should be in the prescribed format by Government of India and issued & signed by the competent authority with date & office seal. In case of OBC Category candidates, ensure that the OBC Caste Certificate should bear an issue date on or after 01.04.2014 and should necessarily contain Non-creamy layer clause, certifying that the candidate does not belong to creamy layer section.
Competent Authority to Issue of Certificate to SC/ST/OBC :
For SC/ST/OBC – District Magistrate/ Addl. Distt. Magistrate/ Collector/ Deputy Commissioner/ Addl. Dy. Commissioner/ Dy. Collector/ First Class Stipendary Magistrate/ Sub- Division Magistrate / Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner/ Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate/ Revenue Officer not below the rank of Tahsildar/ Sub Divisional Officer of the area where the candidate and/ or his/ her family normally resides.
- Candidates will have to appear for the Interview (Written Test, if held) at their own expenses and risks and the Bank will not be responsible for any injury/ losses etc. of any nature.
- Appointment of selected candidates is subject to his/ her being found eligible, medically fit. Such appointments will also be subject to the Service & Conduct Rules of the Bank.
- Candidate's admission to the Interview (Written Test, if held) is strictly provisional. The mere fact that the call letter has been issued to the candidate does not imply that his/her candidature has been finally cleared by the Bank.
- In all the matters regarding reservation, relaxation in respect of SC/ST/OBC/EXSM etc the Government guidelines from time to time will be applicable.

xi. Definition of Ex-servicemen:

The Ex-servicemen (Re-employment in Central Services and Posts) Rules, 1979, as amended from time to time, defines an ex-servicemen as a person-

- (i) who has served in any rank whether as combatant or non-combatant in a Regular Army, Navy and Air force of the Indian Union, and (a) who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his or her pension; or (b) who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension ; or (c) who has been released from such service as a result of reduction in establishment ; or
- (ii) who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service; or
- (iii) personnel of Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstances beyond their control and awarded medical or other disability pension; or
- (iv) Personnel, who were on deputation in Army Postal Service for more than six months prior to 14th April, 1987; or (v) Gallantry award winners of the Armed Forces including personnel of Territorial Army; or
- (vi) Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.

7. How to apply:

- a. All eligible candidates should apply in the prescribed Application Format published herewith. Application in any other format shall be rejected.
- b. A candidate must fill the application form in Block letters in his/her own handwriting.
- c. Application should be in A-4 size paper (11.69" x 8.27") and should be strictly as per the format without correction/alteration/over writings. Application may be preferably typewritten or neatly handwritten in English/Hindi.
- d. Application should be supported by the attested copies of the following certificates/ documents :
Certificates regarding educational qualifications, age, experience, caste in case of SC/ST/OBC candidates, Discharge certificate/ Service Book.
- e. Latest passport size signed photograph not more than six months (3 cm x 2.5 cm) should be affixed on the right hand top corner of the application. Two additional signed photographs (3 cm x 2.5 cm) should be attached with the application form.
- f. Application, complete in all respects should reach within 27.12.2014, addressed to "Deputy General Manager,
Allahabad Bank, Zonal Office, Mumbai, 216, Dr. Annie Besant Road, Worli, Mumbai 400030 "

Applications received after 27.12.2014 will not be considered

8. Action Against Candidates Found Guilty of Misconduct:

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered, fabricated and should not suppress any material information while filling up the application form. At the time of Interview (Written Test/Proficiency Test, if held), if a candidate is (or has been) found guilty of – (i) misbehaving in the written test/ interview or (ii) resorting to any irregular or improper means in connection with his/ her candidature for selection or (iii) impersonating or procuring impersonation by any person or (iv) obtaining support for his/ her candidature by unfair means, or at the time of interview, joining / any time in future, furnishing false information/declaration regarding previous employment, criminal case pending / taken in the past such candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable :

- a) To be disqualified from the Interview / (Written Test, if held) for which he/ she is a candidate.
- b) To be debarred either permanently or for a specified period from any examination or recruitment conducted by Allahabad Bank.
- c) For termination of service, if he/ she has already joined the Bank.

9. Call Letters for Interview (Written Test, if conducted):

Call letters will be sent to the individual candidates by post at the address as mentioned in the application.

The above advertisement is also displayed in the Bank's website www.allahabadbank.in Candidates who have applied are requested to visit "Recruitment" Section on Bank's website for updates (including date/s for interview / results etc.) which may be put up for information.

Place : Mumbai

Date: 11.12.2014

Deputy General Manager

APPLICATION FOR THE POST OF ARMED GUARD IN ALLAHABAD BANK, FOR MUMBAI CENTRE

Original Documents should
not be attached with the application

AFFIX RECENT SIGNED
PHOTOGRAPH OF SIZE
3.0 cms x 2.5 cms

1. Full Name of the Applicant _____
(In Block Letters)

Father's Name : _____

2. Permanent Address : _____
(with pin code) _____

Complete Address _____
for correspondence _____
(With pin code) _____

3. Mobile Number (if any) _____
Landline number (if any) with STD code: _____

Email Id (if any): _____

4. Date of Birth _____
(in DD/MM/YYYY format):
(Attach attested copies of certificate)

5. Educational Qualifications as on 11/12/2014 (Attach attested copies of certificate)

Examination passed	Year of Passing	Marks obtained	Total Marks	Percentage

Examination passed as

Ex-servicemen, if any. _____ (Attach attested copies of certificate)

6. Details of Service in Armed Forces

a. Name of the Force served: _____

b. Date of Enrolment: _____

c. Date of discharge from
Defence services: _____

d. Completed years of service rendered: _____ Years

e. Whether weightage for the period of
service rendered in the defence has **Yes**
already been availed of earlier
in any previous employment? **No**
Tick (✓) in appropriate box

7. Category- Tick (✓) in appropriate box – General: SC: ST: OBC:

8. Disability - Tick (✓) in appropriate box – Yes No

If yes please mention the type _____
and percentage of disability. _____

9. Language/s known 1. _____ 2. _____ 3. _____

10. Other particulars/information : _____

Declaration: I declare that all information and particulars furnished herein above are true and correct to the best of my knowledge. I understand that, if any of the information is found incomplete/incorrect, false, misleading, my candidature is liable to be cancelled at any stage before appointment. If appointed, my appointment is liable to be terminated without notice or compensation in lieu thereof. I also understand that my candidature will be considered subject to criteria/conditions stipulated in the advertisement.

Place:

Date:

Signature of the Applicant:

Full Name: