The South Indian Bank Ltd., Regd. Office : Thrissur,Kerala

RECRUITMENT OF PROBATIONARY OFFICERS

The South Indian Bank Ltd., a premier Commercial Bank in India, invites applications from Indian Nationals for filling up the vacancies of Probationary Officers- Scale I.

READ THIS NOTIFICATION CAREFULLY BEFORE APPLYING.

Eligible Candidates are requested to apply ONLINE through Bank's website **www.southindianbank.com**. No other means/modes of applications will be accepted. Before the registration, candidates are requested to ensure that there is a valid email id in his/her name.
All future communications in this regard will be notified in our website including call letter for the Online Test, Group Discussion and Personal Interview.

A) IMPORTANT DATES:

Online Application - Start Date	**16.05.2018**
Online Application – End Date	**25.05.2018**
Online Test - Tentative	**June 2018**

B) NO. OF VACANCIES: 150

The number of vacancies is provisional and may vary according to the actual requirements of the Bank/ future contingencies.

C) ELIGIBILITY:

Educational Qualification as on 31.12.2017	X/ SSLC, XII/ HSC & Graduation with minimum 60 % marks under regular course.
Age	Less than 25 years as on 31.12.2017. Candidate should be born not earlier than 01.01.1993 and not later than 31.12.1998 (both days inclusive). Upper age limit will be relaxed by 5 years in the case of SC/ST candidates.

- Candidates who are meeting the requisite educational qualification as on 31.12.2017 only will be eligible to apply.
- Candidate should have passed X, XII and Graduation under regular course (full time course) from a recognised University/ Institute recognised by the Govt. of India. **Educational qualification by mode of distance education will not be considered**.
- If Grade/ CGPA is awarded instead of marks, only candidates securing CGPA/ Grade equivalent to 60% or more may apply. Equivalent percentage should be mentioned at the time of application.
- Those who have scored less than 60% marks will not be eligible for applying. Rounding off to the nearest integer is not allowed. (for e.g. 59.99 % cannot be rounded off to 60 %)

D) **PROBATION PERIOD:**

The period of probation is 2 years. Confirmation will be subject to satisfactory performance during probation.

E) **SALARY:**

IBA approved pay scale of Rs. 23700– 980/7 – 30560- 1145/2 – 32850- 1310/7 - 42020 plus DA, HRA & other allowances. Eligible for performance linked incentive applicable to Scale I officers as per the scheme in vogue.

F) **POSTING LOCATION:**

Posting Location can be anywhere in India at the sole discretion of the Bank. Candidates may also note that the vacancies are predominantly outside South India and therefore appropriate language skills will be an added advantage.

G) **JOB PROFILE:**

The selected candidates can be posted in any roles/ profiles at any branches /offices/ departments as per the sole discretion and requirements of the Bank from time to time.
The job role/ profile include branch banking, credit, business development, marketing, forex, treasury etc.

H) **MODE OF SELECTION:**

Online Test, Group Discussion and Personal Interview

- Initial Short listing will be done based on the online test marks.
- Final Selection will be based on the consolidated marks obtained for online test, GD and Personal Interview.
- Bank reserves the right to make required modifications in the selection process considering the number of applications for the post.

I) **APPLICATION FEE*:**

General Category	Rs. 800/-
SC/ST category	Rs. 200/-

*Excluding GST and other charges

Candidates meeting the stipulated norms only need to apply for the post. Application fee once remitted will not be refunded in any case.

J) **HOW TO APPLY**

DETAILED GUIDELINES/PROCEDURES FOR

a) APPLICATION REGISTRATION
b) PAYMENT OF FEES
c) PHOTOGRAPH & SIGNATURE SCAN AND UPLOAD

Candidates can apply online only from 16.05.2018 to 25.05.2018 and no other mode of application will be accepted.

IMPORTANT POINTS TO BE NOTED BEFORE REGISTRATION

Before applying online, candidates should-

   i.   Scan their photograph and signature ensuring that both the photograph and signature adhere to the required specifications as given under Guideline for photograph & signature scan and upload.

  ii.   Have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. Bank may send intimation to download call letters for the Examination etc. through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.

  iii.   **APPLICATION FEES (NON REFUNDABLE)**

       PAYMENT OF FEE ON LINE: **16.05.2018 to 25.05.2018**

Bank Transaction charges for Online Payment of application fees will have to be borne by the candidate.

   a) **Application Procedure**

       1. Candidates to go to the Bank's website 'www.southindianbank.com' click on the option "**APPLY ONLINE**" which will open a new screen.

       2. To register application, choose the tab "**Click here for New Registration**" and enter Name, Contact details and Email-id. A Provisional Registration Number and Password will be generated by the system and displayed on the screen. Candidate should note down the Provisional Registration Number and Password. An Email & SMS indicating the Provisional Registration number and Password will also be sent.

       3. In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required. Visually Impaired candidates should fill the application form carefully and verify/ get the details verified to ensure that the same are correct prior to final submission.

       4. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the FINAL SUBMIT BUTTON.

       5. The Name of the candidate or his /her Father/ Husband etc. should be spelt correctly in the application as it appears in the Certificates/ Mark sheets/Identity proof. Any change/alteration found may disqualify the candidature.

       6. Validate your details and Save your application by clicking the 'Validate your details' and 'Save & Next' button.

       7. Candidates can proceed to upload Photo & Signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature detailed under point "C".

       8. Candidates can proceed to fill other details of the Application Form.

       9. Click on the Preview Tab to preview and verify the entire application form before FINAL SUBMIT.

     10. Modify details, if required, and click on 'FINAL SUBMIT' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.

     11. Click on 'Payment' Tab and proceed for payment.

     12. Click on 'Submit' button.

b) **Payment of Fees**

   ONLINE MODE

   1. The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
   2. The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
   3. After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE CHARGE
   4. On successful completion of the transaction, an e-Receipt will be generated.
   5. Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their Provisional Registration Number and Password and repeat the process of payment.
   6. Candidates are required to take **a printout of the e-Receipt** and online Application Form containing fee details. **Please note that if the same cannot be generated, online transaction may not have been successful**.
   7. For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your bank will convert to your local currency based on prevailing exchange rates.
   8. To ensure the security of your data, please close the browser window once your transaction is completed.

c) **Guidelines for scanning and Upload of Photograph (4.5cm × 3.5cm) & 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 below. Candidate should also ensure that photo is uploaded at the place of photo and signature at the place of signature. If photo in place of photo and signature in place of signature is not uploaded properly, candidate will not be allowed to appear for the exam.

Photograph Image:
   - Photograph must be a recent passport style colour picture.
   - Make sure that the picture is in colour, taken 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.
   - Candidate must ensure that Photo to be uploaded is of required size and the face should be clearly visible.
   - If the photo is not uploaded at the place of Photo Admission for Examination will be rejected/denied. Candidate him/herself will be responsible for the same.

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.
- The signature will be used in the Attendance sheet and wherever necessary.
- The applicant's signature obtained on the call letter and attendance sheet at the time of the examination should match the uploaded signature. In case of mismatch, the applicant may 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
- Signature in CAPITAL LETTERS shall NOT be accepted.
- Candidates should ensure that the signature uploaded is clearly visible

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 50 kb (photograph) & 20 kb(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/her photograph and signature.

Procedure for Uploading the Photograph and Signature

- There will be two separate links for uploading Photograph and Signature
- Click on the respective link "Upload Photograph / Signature"
- Browse and Select the location where the Scanned Photograph / Signature file has been saved.
- Select the file by clicking on it
- Click the 'Open/Upload' button

Your Online Application will not be registered unless you upload your photograph and signature as specified.

Note:
   (1) In case the face in the photograph or signature is unclear the candidate's application may be rejected. After uploading the photograph/ signature in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature, prior to submitting the form.

(2) After registering online candidates are advised to take a printout of their system generated online application forms.

Please note that the physical copy of the Application need not be sent to us.

K) **GENERAL CONDITIONS:**

1. Before filling in the online application form, the candidate must ensure that he/she fulfills all the eligibility criteria with respect to age, educational qualifications, work experience etc. in respect of the post for which he/she is making the application. The applicants will be called for the online test/GD/ Interview based on the information provided in the online application form submitted by them. If the information furnished by the candidate is found to be false at later date, the selection / appointment shall be liable for termination

2. Upper age limit will be relaxed by five years, only in the case of SC/ST candidates. Candidates belonging to SC/ST should submit attested copies of certificates from a competent authority to prove their status in this regard as and when called for.

3. Mere eligibility will not vest any right on the candidate for being called for online test/ GD/ interview. In matters regarding eligibility and selection, Bank's decision will be final and **no correspondence will be entertained.**

4. Canvassing in any form will be a disqualification.

5. Candidates will have to appear for Online Test, GD & Interview at their own cost.

6. Candidates willing to serve anywhere in India only need apply.

7. Offer for Appointment will be issued in phases for selected candidates as per Bank's requirement.

8. Appointment of the selected candidates will also be subject to Medical fitness, satisfactory background verification and completion of other formalities as per the rules and regulations of the Bank from time to time.

9. Selected candidates will have to execute an agreement to the effect that they will serve the Bank for a minimum period of three (3) years (active service) from the date of their joining the Bank. In case they leave the service of the Bank for any reasons whatsoever before the expiry of the said period, a sum of Rs.1,50,000/- (Rupees One Lakh Fifty Thousand only) will be levied towards compensation and liquidated damages.

J) DETAILS OF ONLINE TEST

I. DOWNLOAD OF CALL LETTER

Candidates will have to visit the Bank's website 'www.southindianbank.com' for downloading call letters for online test. Intimation for downloading call letter will also be sent through email/SMS. Once the candidate clicks the relevant link, he/she can access the window for call letter download. The candidate is required to use (i) Registration Number/Roll Number, (ii) Password/Date of Birth for downloading the call letter. Candidate needs to affix recent recognizable photograph on the call letter preferably the same as provided during registration and appear at the examination centre with (i) Call Letter (ii) Photo Identity Proof as stipulated in clause (xiii) below and also specified in the call letter and photocopy of the same Photo Identity Proof as brought in original.

CANDIDATES REPORTING LATE i.e. after the reporting time specified on the call letter for Examination will not be permitted to take the examination. The reporting time mentioned on the call letter is prior to the Start time of the test. Though the duration of the examination is 2 hours, candidates may be required to be at the venue for about 4 hours including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions.

II. IDENTITY VERIFICATION

In the examination hall as well as at the time of interview, the call letter along with original and a photocopy of the candidate's currently valid photo identity (bearing exactly the same name as it appears on the call letter) such as PAN Card/ Passport/ Permanent Driving Licence/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazzetted Officer on official letterhead along with photograph / Photo identity proof issued by a People's Representative on official letterhead along with photograph / valid recent Identity Card issued by a recognized College/ University/ Aadhar card/E-Aadhar Card with a photograph/ Employee ID/ Bar Council Identity Card with photograph should be submitted to the invigilator for verification. The candidate's identity will be verified with respect to his/her details on the call letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear for the Examination.

Ration Card and Learner's Driving License are **not** valid id proofs.

Note: Candidates have to produce in original the photo identity proof and submit photocopy of the photo identity proof along with Examination call letter as well as the Interview Call Letter while attending the examination/ interview respectively, without which they will not be allowed to take up the examination/ interview. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof the candidate will not be allowed to appear for the examination. In case of candidates who have changed their name, will be allowed only if they produce original Gazette notification / their original marriage certificate / affidavit in original.

III. CENTRES:

1. **The examination will be conducted online in venues given in the respective call letters.**
2. **No request for change of centre/venue/date/session for Examination shall be entertained.**
3. **Bank, however, reserves the right to cancel any of the Examination Centres and/ or add some other Centres, at its discretion, depending upon the response, administrative feasibility, etc.**
4. **Bank also reserves the right to allot the candidate to any centre other than the one he/she has opted for.**
5. **Candidate will appear for the examination at an Examination Centre at his/her own risks and expenses and Bank will not be responsible for any injury or losses etc. of any nature.**
6. **Choice of centre once exercised by the candidate will be final.**

If sufficient number of candidates does not opt for a particular centre for "Online" examination, Bank reserves the right to allot any other adjacent centre to those candidates OR if the number of candidates is more than the capacity available for online exam for a centre, Bank reserves the right to allot any other centre to the candidate.

Tentative Centre List for Online Test

State/ UT/ NCR	Centre
Andhra Pradesh	Guntur, Hyderabad, Kakinada, Nellore, Rajahmundry, Tirupati, Vijaywada, Vishakhapatnam
Assam	Guwahati
Bihar	Patna
Chandigarh	Chandigarh - Mohali
Chhattisgarh	Bhilai, Bilaspur, Raipur
Delhi	Delhi NCR
Goa	Panaji
Gujarat	Ahmedabad, Anand, Gandhinagar, Rajkot, Surat, Vadodara
Himachal Pradesh	Shimla
Jammu & Kashmir	Jammu
Jharkhand	Jamshedpur, Ranchi
Karnataka	Bengaluru, Hubli, Mangalore, Mysore, Shimoga, Udipi
Kerala	Alappuzha, Kannur, Kochi, Kollam, Kottayam, Kozhikode, Malappuram, Palakkad, Thiruvananthpuram, Thrissur
Madhya Pradesh	Bhopal, Indore, Ujjain
Maharashtra	Aurangabad, Kolhapur, Mumbai/Thane/Navi Mumbai, Nagpur, Nasik, Pune
Meghalaya	Shillong
Mizoram	Aizawl
Odisha	Bhubaneshwar, Cuttack
Puducherry	Puducherry
Punjab	Amritsar, Jalandhar, Ludhiana
Rajasthan	Jaipur, Udaipur
Sikkim	Gangtok/ Bardag
Tamilnadu	Chennai, Coimbatore, Dindigul, Madurai, Nagercoil, Namakkal, Perambalur, Salem, Thanjavur, Thiruchirapalli, Thoothukodi, Tirunelvelli, Vellore
Telangana	Hyderabad, Karimnagar, Warangal
Tripura	Agartala
Uttar Pradesh	Agra, Allahabad, Kanpur, Lucknow, Meerut
Uttarakhand	Dehradun
West Bengal	Durgapur, Greater Kolkata, Howrah, Kolkata, Siliguri

IV. BIOMETRIC DATA – Capturing and Verification

It has been decided to capture the biometric data (thumb impression) and the photograph of the candidates on the day of the Examination .The biometric data and photograph will be verified subsequently. Decision of the Biometric data verification authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates.

Candidates are requested to take care of the following points in order to ensure a smooth process
- If fingers are coated (stamped ink/mehndi/coloured etc), ensure to thoroughly wash them so that coating is completely removed before the exam.
- If fingers are dirty or dusty, ensure to wash them and dry them before the finger print (biometric) is captured.
- Ensure fingers of both hands are dry. If fingers are moist, wipe each finger to dry them.
- If the primary finger (thumb) to be captured is injured/ damaged, immediately notify the concerned authority in the test centre.

V. EXAM PATTERN

Sr. No.	Name of Tests	No. of Qs.	Max. Marks	Version	Time allotted for each test (Separately timed)
1	Reasoning & Computer Aptitude	40	50	Only English	40 minutes
2	General/ Economy/ Banking Awareness	40	50		20 minutes
3	English Language	40	50		40 minutes
4	Data Analysis & Interpretation	40	50		40 minutes
	Total	160	200		140 minutes

There will be ¼ penalty for wrong answers
Tests will be made available on in English

VI. OTHER INSTRUCTIONS

1. The possibility of occurrence of some problem in the administration of the examination cannot be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify such problem, which may include movement of candidates, delay in test. Conduct of a re-exam is at the absolute discretion of test conducting body. Candidates will not have any claim for a re-test. Candidates not willing to move or not willing to participate in the delayed process of test delivery shall be summarily rejected from the process.

2. Decision of Bank in all matters relating to recruitment will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the Bank in this behalf.

3. If the examination is held in more than one session, the scores across various sessions will be equated to adjust for slight differences in difficulty level of different test batteries used across sessions. More than one session are required if the nodes capacity is less or some technical disruption takes place at any center or for any candidate.

4. Bank would be analyzing the responses (answers) of individual candidates with those of other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted by Bank in this regard, it is inferred/ concluded that the responses have been shared and scores obtained are not genuine/ valid, Bank reserves right to cancel the candidature of the concerned candidates and the result of such candidates (disqualified) will be withheld.

5. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead of disqualification of the candidate from the selection process and he/she will not be allowed to appear in any Bank recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.

VII. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT/ USE OF UNFAIR MEANS

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of examination, interview or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

(i) using unfair means or
(ii) impersonating or procuring impersonation by any person or

(iii) misbehaving in the examination/ interview hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or

(iv) resorting to any irregular or improper means in connection with his/ her candidature or

(v) obtaining support for his/ her candidature by unfair means, or

(vi) carrying mobile phones or similar electronic devices of communication in the examination/ interview hall, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable :

 (a) to be disqualified from the examination for which he/ she is a candidate

 (b) to be debarred either permanently or for a specified period from any examination conducted by bank

 (c) for termination of service, if he/ she has already joined the Bank.

NOTE:

THE ACCESS TO THE BANK'S WEBSITE COULD BE DELAYED TOWARDS THE CLOSING DATE FOR SUBMITTING THE ONLINE REGISTRATION DUE TO HEAVY INTERNET TRAFFIC. HENCE THE CANDIDATES ARE ADVISED TO AVOID LAST MINUTE RUSH AND MAKE USE OF THE TIME SPAN AVAILABLE FOR SUBMITTING THE APPLICATONS ONLINE. THE BANK DOES NOT ASSUME ANY RESPONSIBILITY FOR THE CANDIDATE NOT BEING ABLE TO SUBMIT HIS/HER APPLICATION DUE TO NON-AVAILIBILITY OF INTERNET OR ANY OTHER REASON BEYOND THE CONTROL OF THE BANK.

For queries please contact:

Our Toll Free Customer Care Number **1800 843 1800** (Toll Free India) or mail us at **careers@sib.co.in**