

RESERVE BANK OF INDIA
HYDERABAD
Advertisement No.1/2012

Applications are hereby invited from Indian Citizens (Ex-servicemen- Male only) who fulfill the eligibility criteria for enlistment in the wait-list for the post of Security Guard in Class IV cadre in its Hyderabad Office. The number of posts and eligibility criteria are as given here under:

- 1) **Zone of Recruitment:** State of Andhra Pradesh
- 2) **Post and Eligibility:**

The selection is confined to Ex-servicemen (male) with proper military background and experience of handling Arms and ammunition in the military.

Category-wise distribution of vacancies

Post	Approximate Number of vacancies *	General	Reserved Vacancies including Backlog			Educational Qualification	
			SC	ST	OBC	Minimum	Maximum
Security Guard	10	5	2	Nil	3	10 th Pass	Under graduation

* The Bank reserves the right to increase/decrease the number of vacancies as per the requirement or not to fill up the vacancies.

3) Job Requirements/ Description of Duties: Selected candidates would be required to guard Bank's property (residential/offices) and attend to other watch and ward duties at Hyderabad office/Bank's quarters. Selected Security Guards have to work in shifts.

(4) Scale of Pay and Emoluments

A starting pay of ₹ 6350/- + ASP ₹ 170/- per mensem, in the scale of ₹ 6350-220-7230-260-8010-300-8910-400-9710-500-11710-680-13750(20 years). The total emoluments at the starting scale at the time of issue of advertisement works out to be ₹ 15,093/- per month approximately.

(5) Age (As on 01.11.2012)

The lower and upper age limit for the post is 18 and 25 years respectively as on 01.11.2012. i.e candidates born on or before 01.11.1987 and after 01.11.1994 are not eligible. However, the upper age limit will be relaxed for -

i) SC/ST candidates by 5 years, OBC candidates by 3 years, subject to production of certificate issued by the Competent Authority in the format as prescribed by the Government of India, at the interview stage, if called for interview.

ii) Ex- Servicemen candidates further to the extent of period of service rendered by them in the Armed Forces plus additional period of 3 years, subject to a maximum age limit of 45 years.

iii) Displaced persons from Jammu and Kashmir between 01.01.1980 and 31.12.1989 by 5 years, subject to production of certificate from the concerned District Magistrate or any other Authority designated by the Government of Jammu and Kashmir.

iv) Ex employees of banking institutions/Government offices who were retrenched after at least one year's service and who are applying through Employment Exchange, by 6 years, subject to production of certificate from concerned Establishment.

Except for candidates belonging to the category (iv) above, the relaxation in the upper age limit will be cumulative, if the candidate belongs to more than one category.

Definition of ex-servicemen as notified by Government of India is reproduced below for information and benefit of candidates:

Ex-serviceman means a person, who has served in any rank (whether as a combatant or as a non-combatant) in the regular Army, Navy and Air Force of the Indian Union but does not include a person who has served in the Defence Security Corps, the General Reserved Engineering Force, the Lok Sahayak Sena and the para Military forces and who has retired from such service after earning his/her pension: or who has been released from such service on medical grounds attributable to military service or circumstances beyond his/her control and awarded medical or other disability pension; or who has been released, otherwise than on his own request, from such service as a result of reduction in establishment; or 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 of the following categories, namely pension holders for continuous embodied service; person with disability attributable to military service, and gallantry award winners".

(6) Selection Process :

Selection will be made through interview of eligible candidates. Candidates found suitable will be placed on **waitlist** to be prepared subject to vacancy and reservation requirements. Mere fulfilling of eligibility criteria does not entitle a candidate to be called for 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 interview commensurate with the number of vacancies. The decision of the Bank in this regard, will be final.**

(7) How to apply :

(i) Candidate must apply in the prescribed format of application published herewith. Application in any other format will be rejected.

(ii) The format of the application Form published herewith **should not itself** be used as Application. A4 sheet (29.7 cm X 21 cm) should be used for the Application. Application may be preferably typewritten or neatly handwritten in English (Block/ Capital), Hindi or Telugu.

(iii) Application should be supported by the following documents:

- Attested copies of certificates regarding age and educational qualifications
- Latest passport size signed photograph (3 cm x 2.5 cm) should be affixed on the right hand top corner of the application.
- In case of candidates belonging to SC/ST/OBC, attested copy of the relative certificate from the competent authority.
- Attested copies of the discharge certificate/service book issued by the Armed forces.

(iv) The Cover containing Application must be superscribed "**Application for the post of Security Guard.**"

v) One envelope should contain application of one candidate only.

vi) Application must be sent only by Ordinary post to the following address :

The Regional Director for Andhra Pradesh, Reserve Bank of India, HRMD (Recruitment Section), Saifabad, Hyderabad-500004, or may be **deposited in the box** kept at the entrance to the Reserve Bank's Hyderabad Office on any day, between 10.30 a.m and 03.30 p.m on Week Days except Saturdays, Sundays and holidays. No Application will be received in person or any acknowledgment given thereto.

(8) Ineligibility :

Handicapped/Disabled ex-servicemen will not be eligible. Before applying for the post, the candidates should ensure that they satisfy the eligibility norms in all respects as mentioned in the advertisement as on the date specified. Applications, incomplete in any respect, not accompanied by relevant documents/certificates and/or received late shall be rejected. Bank's decision in this regard shall be final. The Bank reserves the right to reject any application/candidature at any stage of the recruitment process, without assigning any reasons.

"Disabled ex-serviceman means an ex-serviceman who while serving in the Armed forces of the Union was disabled in operations against the enemy or in disturbed areas, or disabled in peace time and boarded out on account of invalidment in medical category "EEE" provided the disability has been accepted as attributable to Military service by the concerned authorities."

(9) Closing Date :

Applications, complete in all respects, must reach the Bank's Office on the aforesaid address, latest by November 23, 2012.

(10) Employees appointed in the Bank on or after January 01, 2012 will be governed by the defined contribution "**New Pension Scheme**".

(11) Warning :

i) No correspondence will be entered into with candidates not found eligible/not considered for interview.

ii) Canvassing in any form will be a disqualification. Any attempt on the part of a candidate to obtain support for his candidature by any means such as submitting fabricated

documents, making statements which are incorrect/false, suppressing material information, resorting to irregular or improper means in connection with his candidature using unfair means etc. shall be a disqualifying factor. If any unscrupulous person pretends to provide assistance by resorting to unfair means, a complaint may be lodged with any of the following :

a) Complaint Redressal Cell, Reserve Bank of India, HRMD, Hyderabad

**b) Central Vigilance Commission, Satarkata Bhavan, Block"A", G.P.O. Complex, I.N.A.,
New Delhi - 110 023**

**APPLICATION FOR THE RECRUITMENT OF SECURITY GUARDS IN CLASS IV CADRE IN
RESERVE BANK OF INDIA, HYDERABAD
(Advertisement No.1/2012 dated 06/11/2012)**

Affix recent
3 cm x 2.5 cm size
Photograph
With signature

1. Name of the Applicant in full (In capital) :
(Starting with Surname)
2. Father's name (in capital) :
3. Full address for communication :
(with PIN Code)

4. a) Date of Birth:

DD (Date)	MM (Month)	YY (Year)

b) Age as on 01.11.2012 : ____Years ____Months

5. a) Educational qualifications: (As on 01.11.2012)

Standard Passed	Marks obtained	out of (total)	% of Marks			

b) Name of Educational Institution last studied with place and state
Name: _____
Place : _____ State _____

6. Category: (Tick Appropriate Box)

SC	ST	OBC	GEN
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7. Details of service in the Armed Forces

a. Name of the Force served:

From	(DD/MM/YY)	To	(DD/MM/YY)

b. Length of service : ____Years ____ Months

c. Mode of discharge from the Armed forces/other eligible forces (Tick as Applicable)

i. Whether retired after earning service pension : Yes (Y) / No (N) / Not Applicable (NA)
OR

Has been released under medical ground and
Awarded medical/other disability pension : Y/N/NA

OR

Has been released (otherwise than at his own request)
as a result of reduction of establishment : Y/N/NA

OR

Has been released after completing 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 granted gratuity : Y/N/NA

OR

Has been released at own request before completion of
service and earning service pension : Y/N/NA

ii. Ex-serviceman, if he is ex employee of Banking Institutions/

Government offices retrenched after at least one year's service Y/N/NA

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8. Proficiency in sports/Extra-curricular activities, if any.....

9. Languages known :

Declaration: I declare that all information and particulars furnished here above are true and correct. 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:

Encl:

Signature of applicant

Contact No. (Res) _____ (Mobile) _____