RESERVE BANK OF INDIA

Advertisement No. 1 /JE/2018-19

Recruitment for the post of Junior Engineer (Civil/ Electrical) in Reserve Bank of India

Applications are invited from eligible Indian Citizens for the post of Junior Engineer (Civil) and for the post of Junior Engineer (Electrical) in Reserve Bank of India (RBI/Bank).

Candidates may click on the link below for filling in the online application form.

Application form

Before applying, Candidates should ensure that they fulfill the eligibility criteria for the post. Candidates are requested to apply online through Bank's website www.rbi.org.in

Helpline: In case of any problem in filling up the form, payment of fee or receipt of Admission Letter, queries may be made at **cgrs@ibps.in**

Don't forget to mention 'Recruitment of Junior Engineers'-2018 in the subject box of the email.

IMPORTANT DATES:-

Website Link Open	07.01.2019 to 27.01.2019
Payment of Examination Fees Online	07.01.2019 to 27.01.2019
Tentative Date of Online Examination	February 2019

1. **Provision of Reservations:**

Junior Engineer (Civil)

Sr. No	Recruitment Zone	Vacancies				
		SC	ST	OBC	GEN	Total
1	East	0	0	1	1	2
2	West	0	1	2	4	7
3	North	0	0	1	2	3
4	South	0	0	0	1	1
5	Central	0	0	1	1	2
Total		**0**	**1**	**5**	**9**	**15**

Junior Engineer (Electrical)

Sr. No	Recruitment Zone	Vacancies				
		SC	ST	OBC	GEN	Total
1	East	0	0	0	1	1
2	West	0	1	1	2	4
3	North	0	0	1	1	2
4	South	0	0	0	1	1
5	Central	0	0	0	1	1
Total		0	1	2	6	9

Abbreviations stand for: *SC – Scheduled Caste, ST – Scheduled Tribe, OBC – Other Backward Classes, GEN – General, i.e. Unreserved, PWD – Persons with Disabilities, OH- Locomotor Disability candidates: OA - One arm affected (Right or Left); BL – Both legs affected but not arms; OL – One leg affected (Right or Left), HI-Hearing Impaired: PD - Partially Deaf; D – Deaf, VH-Visually Handicapped: B - Blind; LV- Low Vision, 4th category as defined under RPWD Act., 2016.*

No fee is payable for SC/ST/PWD candidates applying for the post except the intimation charges of ₹ 50/-.

SC/ST/OBC candidates will not be eligible for age relaxation in the zones <u>where no vacancies are reserved for them.</u>

The reservation under various categories will be as per prevailing Government Guidelines at the time of finalization of result.

Zone	Regional jurisdiction
East Zone	West Bengal, Bihar, Jharkhand, Orissa, Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Sikkim, Andaman and Nicobar Islands.
West Zone	Maharashtra (excluding Vidarbha region), Goa, Union Territories of Dadra and Nagar Haveli, Gujarat, Union Territories of Daman and Diu
North Zone	Delhi, Haryana, Himachal Pradesh, Punjab, Rajasthan, Jammu and Kashmir, Uttar Pradesh, Uttarakhand, Union Territory of Chandigarh
South Zone	Karnataka, Tamilnadu, Pondicherry, Kerala, Lakshadweep Islands
Central Zone	Andhra Pradesh, Telangana, Vidarbha region of Maharashtra State, Madhya Pradesh, Chhatisgarh

2. Definition:

i) Ex-Servicemen:

Only those candidates shall be treated as Ex-Servicemen who fulfil the revised definition as laid down in Government of India, Ministry of Home Affairs, Department Personnel and Administrative Reforms Notification No.36034/5/85/Estt (SCT) dated 27th October 1986 as amended from time to time.

Disabled Ex-Servicemen: Ex-Servicemen, who while serving in Armed Forces of the Union, disabled in operation against the enemy or in disturbed areas shall be treated as Disabled Ex-Servicemen.

Dependents of Serviceman killed in Action: Servicemen killed in the following operations would be deemed to have been killed in action attributable to Military Service (a) war (b) warlike operations or border skirmishes either with Pakistan on cease fire line or any other country (c) Fighting against armed hostiles in a counter insurgency environment viz. Nagaland, Mizoram, etc. (d) Serving with peace-keeping mission abroad (e) Laying or clearance of mines including enemy mines as also mine sweeping operation between one month before and three months after conclusion of an operation (f) Frost-bite during actual operations or during the period specified by the Government (g) Dealing with agitating Para-Military forces personnel (h) IPKF personnel killed during the operations in Sri Lanka.

Note:

 1)   Candidates, who are released / retired from Armed Forces, or whose SPE is likely to be completed on or before **01.01.2020** only are eligible to apply under this recruitment. They will also be required to submit the release letter along with a self-declaration at the time of joining RBI that they are entitled to the benefits admissible to Ex-Serviceman in terms of Govt. of India rules. Those candidates, who have already completed their initial period of engagement and are on extended assignment, are required to submit certificates to that effect. If selected, all such candidates mentioned above, should get released and join RBI on or before **01.02.2020**. Forms of the certificates to be submitted by all these candidates are provided in Annex III and these are submitted at the time of document verification invariably.

 2) The Territorial Army Personnel will be treated as Ex-Serviceman w.e.f. 15.11.1986.

 3) For an Ex-Serviceman who has once joined a Government job on the civil side after availing of the benefits given to him as an Ex-Serviceman for his re-employment, his Ex-Serviceman status for the purpose of re-employment in Government ceases.

 4) Dependents of Servicemen killed in action are eligible for reservation**.** 4.5% of the total vacancies are reserved for Disabled Ex-Serviceman and dependents of Servicemen killed in action, clubbed together. First priority in the matter of appointment will be given to the Disabled Ex-Serviceman and second priority will be given to two dependents of

Defence personnel killed in action or severely disabled (with over 50% disability attributable to defence services). For the purpose of this concession, the member of the family would include his widow, son, daughter or his near relations who agree to support his family. The relaxation in upper age and educational qualifications available to Ex-Serviceman/Disabled Ex-Serviceman will not be available to Dependents of Servicemen killed in action.

3. Reservation for Persons with Benchmark Disabilities (PwBD) in terms of the RPwD Act, 2016:

(i) Candidates falling in the following categories of the disabled may apply:

Sr No	Name of Post	Categories for which identified	Functional classification	Physical Requirements
1	Jr. Engineer (Civil) & Jr. Engineer (Electrical)	Hard of hearing	Hard of hearing	Sitting, Walking, Seeing, Reading and Writing, Communication, Bending, Standing, Lifting, Kneeling and Crouching, Manipulation by Fingers, Pushing and Pulling
		Locomotor disability including Leprosy Cured, Dwarfism, Acid Attack Victims	Leprosy Cured, Dwarfism, Acid Attack Victims One Arm (For field job) and	Sitting, Walking, Seeing, Reading and Writing, Communication, Bending, Standing, Hearing/ Speaking, Lifting, Kneeling and Crouching, Manipulation by Fingers, Pushing and Pulling
			Both Legs (For Office Job)	Sitting, Seeing, Reading and Writing, Communication, Hearing/ Speaking, Manipulation by Fingers, Pushing
			Muscular Weakness (For Office Job)	Sitting, Seeing, Reading and Writing, Communication, Bending, Hearing/ Speaking, Lifting, Kneeling and Crouching, Manipulation by Fingers, Pushing and Pulling
		Multiple disabilities	One Arm, Leprosy Cured,	Sitting, Walking, Communication, Bending,

| | | Dwarfism, Acid Attack Victims, Muscular weakness (For Office Job) and Both Legs (For Office Job) | Standing, Lifting, Kneeling and Crouching, Manipulation by Fingers, Pushing and Pulling And Hearing/ Speaking or Reading and Writing and Seeing- as applicable |
| | | (i) Hard of hearing | |

(ii) Orthopedically Handicapped are those who have a physical defect or deformity which causes an interference with the normal functioning of the bones, muscles and joints. The degree of disability should be minimum 40% in these cases.

(iii) Hearing Impaired are those in whom the sense of hearing is non-functional for ordinary purposes of life. They do not hear or understand sounds at all, even with amplified speech. The cases included in this category will be those having hearing loss of more than 60 decibels in the better ear (profound impairment) or total loss of hearing in both ears.

The degree of disability should not be less than 40%

(iv)   The post is not identified for Visually Handicapped candidate.

(v)   The Persons with Disability (PWD) candidates should possess a latest Certificate to this effect issued by an authorized Government of India/State Government Department/ Hospital.

4. Eligibility Criteria:

(a) Age (as on 01-01-2019):

Between 20 and 30 years. Candidates born not earlier than 02/01/1989 and not later than 01/01/1999 (both days inclusive) are only eligible to apply**.**

Relaxation in The Upper Age Limit: Upper age limit will be relaxed as under**:**

Sr. No	Category	Relaxation in Age
(i)	Scheduled Caste / Scheduled Tribe (SC / ST)	By 5 years, i.e. up to 35 years
(ii)	Other Backward Classes (OBC)	By 3 years, i.e. up to 33 years

(iii)	Persons with Disabilities (PWD)	By 10 years (GEN), 13 years (OBC) & 15 years (SC/ST)
(iv)	Ex-Servicemen	To the extent of service rendered by them in Armed Forces plus an additional period of 3 years subject to maximum of 50 years.
(v)	Widows/divorced women/ women judicially separated who are not re-married	By 10 years
(vi)	Candidates who had ordinarily been domiciled in Kashmir Division of the State of Jammu and Kashmir between 1st January 1980 and 31st December, 1989.	By 5 years

NOTE: Cumulative Age Relaxation will not be available either under the above items or in combination with any other items.

Caste Criteria:

i. Candidates seeking reservation as SC/ST/OBC, shall have to produce a certificate in the prescribed proforma ONLY, meant for appointment to posts under the Government of India from the designated authority indicating clearly the candidate's caste, the Act/Order under which the caste is recognised as SC/ST/OBC and the Village/Town the candidate is ordinarily a resident of. They must also ensure that the name of their caste/community and its spelling in their caste/community certificate should be exactly as mentioned in the lists notified by the central government from time to time (for OBC category list of castes recognized by the Govt. of India as OBC castes in the central list is available on the site **http://www.ncbc.nic.in,** for ST category the list of castes for each state is available on the site **www.ncst.nic.in** and for SC category the list of castes for each state is available on the site **http://www.socialjustice.nic.in**)**.** A certificate containing any variation in the caste name will not be accepted. Further the OBC certificate should also clearly indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government.

ii.   The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally belongs.

iii.   No change in the community status already indicated in the on-line application by a candidate for this examination will be allowed.

Candidates seeking age relaxation are required to submit copies of necessary certificate(s) at the time of document verification.

(b) Educational Qualifications (as on 01-01-2019):

Junior Engineer (Civil): Minimum three years Diploma in Civil Engineering from a recognised Institute or University or Board with minimum 65% of marks (55% for SC/ST/PWD) or Degree in Civil Engineering from a recognised University with 55% marks (45% for SC/ST/PWD).

Junior Engineer (Electrical): Minimum three years Diploma in Electrical or Electrical and Electronic Engineering from a recognized Institute or University or Board with minimum 65% of marks (55% for SC/ST/PWD) or Degree in Electrical or Electrical and Electronic Engineering from a recognized University with 55% marks (45% for SC/ST/PWD).

(c)   Experience:(as on 01.01.2019)

Junior Engineer (Civil): At least 2 years' experience for Diploma holders or at least 1-year experience for Degree holders in execution and supervision of civil construction work and/ or civil maintenance of office buildings/ commercial buildings/ residential complexes with basic knowledge of RCC design and other civil works, working knowledge of computers, experience in preparation of tenders for civil works, etc**.**

Junior Engineer (Electrical): At least 2 years' experience for Diploma holders or at least 1-year experience for Degree holders in execution and supervision of electrical installations in large buildings/ commercial buildings having HT/ LT substations, central AC plants, lifts, UPS, DG sets, CCTV, Fire alarm system, etc.

Note:

(1) The date of passing eligibility will be the date appearing on the mark sheet or provisional certificate issued by the University/ Institute. In case the result of a particular examination is posted on the website of the University/ Institute, a certificate issued by the appropriate authority of the University/ Institute indicating the date on which the result was posted on the website will be taken as the date of passing.

(2) Candidate should indicate the percentage obtained in Graduation calculated to the nearest two decimals in the online application. Where CGPA/OGPA is awarded, the same should be converted into percentage and indicated in online application. If called for document verification, the candidate will have to produce a certificate issued by the appropriate authority inter alia stating the norms of the University regarding conversion of grade into percentage and the percentage of marks by the candidates in terms of norms.

(3) Calculation of Percentage: The percentage marks shall be arrived at by dividing the total marks obtained by the candidate in all the subjects in all the semester(s)/year(s) by aggregating maximum marks in all the subjects irrespective of honors / optional / additional optional subject, if any. This will be applicable for those Universities also where Class/Grade is decided on

the basis of Honors marks only. The fraction of percentage so arrived will be ignored i.e. 49.99% will be treated as less that 50%.

(d)   Job Description:

Junior Engineer (Civil): Handling and supervision of civil construction/ maintenance/ interior works, etc. of building related infrastructural system and other related jobs in office buildings and residential colonies.

Junior Engineer (Electrical): Handling and supervision of electrical/ electro-mechanical/ electrical and electronics installations / systems and other related jobs in office building and residential colonies.

5. Scheme of Selection:

a) Selection will be through Online Examination and Language Proficiency Test (LPT). The Online Examination will be for 300 marks and is scheduled to be held tentatively in February 2019.

Sr. No.	Name of Tests (Objective)	No. of Questions	Maximum Marks (Total Weighted Score)	Total Time
1	English Language	50	50	150 mins (separate time for each section)
2	Engineering Discipline Paper I	40	100	
3	Engineering Discipline Paper II	40	100	
4	General Awareness	50	50	
	Total	180	300	

b) Language Proficiency Test (LPT) - The candidates provisionally selected from the on-line examination will have to undergo a language proficiency test (LPT). The language proficiency test will be conducted in the Official / Local Language/s of the zone concerned (Annex-IV). **Candidate not proficient in the Official/Local Language/s would be disqualified.**

i)   The above tests except the Test of English Language will be available bilingually, i.e. in English and Hindi.

ii)   A candidate has to qualify in each part of the Objective test separately.

iii)   There will be negative marks for wrong answers in the Objective tests.1/4th marks will be deducted for each wrong answer.

iv)   Other detailed information regarding the examination will be given in an Information Handout, which will be made available for the candidates to download along with the Admission Letter for examination from the RBI's website.

v)   Roll numbers of the candidates successful in Online Examination will be available on the Bank's website in March/April 2019**.**

vi)   STANDARDIZED SCORES: If the exam is conducted in more than one session, the scores obtained by each of the candidates in different sessions will be equated using equi percentile method.

vii)   Only such number of candidates will be called for LPT who stand sufficiently high in merit on the aggregate marks of the Objective Tests, such merit being decided by the Bank in relation to the number of vacancies to be filled in.

viii)   Final selection will be on the basis of candidate's performance in the **online examination, biometric verification and Language Proficiency Test** taken together in order of merit.

ix) Appointment of selected candidate will be subject to his/her being declared medically fit as per the rules of the Bank.

x) **BIOMETRIC DATA- Capturing and Verification**

It has been decided to capture the biometric data (thumb impression or otherwise) and photograph of the candidates on the day of Online Test before the examination. This will be verified after the examination and during the day of LPT. Further, this will also be verified subsequently.

Decision of the Biometric data verification authority with regard to its status (matched or unmatched) 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 (left thumb) to be captured is injured/ damaged, immediately notify the concerned authority in the test centre. In such cases impression of other fingers etc. may be captured.

6. Examination Centers:

(i)   The examination will be conducted online in venues across many centres in India. The list of Examination centres is available in **Annex II**.

(ii)   The Bank, however, reserves the right to cancel any of the Examination Centres and/ or add some other Centres, depending upon the response, administrative feasibility, etc.

(iii)   The Bank reserves the right to allot the candidate to any centre other than the one he/she has opted for and a candidate may be allocated a centre of exam outside the State/UT/ Zone for which vacancies he/she is applying.

(iv)   Candidate will appear for the examination at an Examination Centre at his/ her own risks and expenses and the Bank will not be responsible for any injury or losses etc. of any nature.

(v)   No request for change of centre for Examination shall be entertained.

7. Service Conditions / Career Prospects:

(i)   Pay Scale:

Selected Candidates will draw a starting basic pay of ₹ 21,400/- per month (i.e. ₹ 13,150/- plus nine advance increments admissible to Junior Engineers) in the scale of ₹ 13150 − 750(3) − 15400 − 900(4) − 19000 − 1200(6) − 26200 − 1300(2) − 28800 −1480(3) − 33240 − 1750(1) − 34990 (20 years) and other allowances, viz. Dearness Allowance, House Rent Allowance, City Compensatory Allowance, Transport Allowance etc., as admissible from time to time. At present, initial monthly Gross emoluments for Junior Engineer (Civil/ Electrical) is approximately ₹ 49026/-. Graduate candidates are eligible for two more advance increments

(ii)   Perquisites:

Bank's accommodation subject to availability, reimbursement of expenses for maintenance of vehicle for official purpose, Newspaper, Brief case, Book Grant, Allowance for furnishing of residence, etc. as per eligibility. Dispensary facility besides reimbursement of medical expenses for OPD treatment/hospitalization as per eligibility; Interest free Festival Advance, Leave Fare Concession (once in two years for self, spouse and eligible dependents). Loans and Advances at concessional rates of interest for Housing, Car, Education, Consumer Articles, Personal Computer, etc. will be available to regular employees who will put in at least two years of service. The recruits will be governed by the Defined Contribution New Pension Scheme, in addition to the benefit of Gratuity.

(iii)   There are reasonable prospects for promotion to higher grades.

(iv)   Selected candidates will be initially posted in the Bank's office within the Recruitment Zone for which they had applied. However, they are liable to be transferred in administrative exigencies to centres grouped and classified into East, West, North, South and Central Zone offices as under:

(i)   East Zone: Kolkata, Bhubaneswar, Guwahati, Patna, Shilong, Agartala, Gangtok, Aizwal, Imphal

(ii)   West Zone: Ahmedabad, Mumbai (including Belapur, Byculla), Pune, Panaji

(iii)   North Zone: Chandigarh, Shimla, Jaipur, Jammu / Srinagar, Kanpur, Lucknow, Dehradun, New Delhi, Ranchi

(iv)   South Zone: Bengaluru, Chennai, Kochi, Thiruvananthapuram

(v)   Central Zone: Bhopal, Raipur, Nagpur, Hyderabad

8. How to Apply

Candidates can apply online only from 07.01.2019 to 27.01.2019 and no other mode of application will be accepted.

Pre-Requisites for Applying Online

(i) Before applying online, candidates should scan their photograph and signature ensuring that both the photograph and signature adhere to the required specifications as given in Annex I to this advertisement.

(ii) To make online payment of application fees/ intimation charges candidate should keep the necessary details/documents ready.

(iii) Candidate should have a valid personal email ID, which should be kept active till the declaration of results. RBI may send call letters for the Examination etc. through the registered e-mail ID. Under no circumstances, a candidate should share with/mention e-mail ID to / of any other person. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying on-line and must maintain that email account.

Application Fees/ Intimation Charges (Non- Refundable)

Payable from 07.01.2019 to 27.01.2019 Online (both dates inclusive) shall be as follows

₹ 50/- for SC/ST/PWD/EXS. (Intimation Charges)

₹ 450 /- for OBC/General candidates (Examination fee+ Intimation Charges)

Fee/Intimation charges waiver is only for those employees of RBI (Staff Candidates) who satisfy the eligibility criteria separately stipulated by the Bank vide its circular CO.HRMD.No.G-75/5599/05.01.01/2013-2014 dated December 20, 2013. Their status as staff candidate will be verified at the time of LPT/Document verification. In case they are not eligible to be treated as staff candidates (in terms of above referred HRMD circular), they are advised to indicate themselves as non-staff candidates and pay fees/ intimation charges as applicable to non-staff candidates.

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

Procedure for applying online

a. Candidates are first required to go to RBI website www.rbi.org.in. On the Home Page, click on the option "Recruitment for the post of Junior Engineer (Civil / Electrical)" to open the On-Line Application Form.

b. Candidates will have to click on "Click here for New Registration" link to register their application by entering their basic information in the online application form. After that 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. They

can reopen the saved data using Provisional registration number and password and edit the particulars, if needed. Basic information once saved cannot be edited.

c. Candidates are required to upload their photograph and signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature (Annex I)

d. Candidates should carefully fill in the details in the On-Line Application at the appropriate places very carefully and click on the "FINAL SUBMIT" button at the end of the On-Line Application form. Before pressing the "FINAL SUBMIT" button, candidates are strongly advised to carefully check every field filled in the application. The name of the candidate or his father/ her father/husband etc. should be spelt correctly in the application as it appears in the certificates/mark sheets/photo identity proof. Any change/alteration found may disqualify the candidature.

e. Candidates are advised to carefully fill in the online application themselves. No change is permitted after clicking on FINAL SUBMIT Button.

f. In case the candidate is unable to fill in the application form in one go, he/ she can save the data already entered. Once the application is filled in completely, candidate should submit the data.

Mode of Payment

Candidates have to make the payment of requisite fees/ intimation charges through the ONLINE mode only.

The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.

The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets by providing information as asked on the screen.

After Final Submit, an additional page of the application form is displayed wherein candidates may follow the instructions and fill in the requisite details.

If the online transaction has not been successfully completed, then candidates are advised to login again with their provisional registration number and password and pay the Application Fees/ Intimation Charges online.

On successful completion of the transaction, an e-receipt will be generated.

Candidates are required to take a printout of the e-receipt and online application form. Please note that if the same cannot be generated online transaction may not have been successful.

Amount of fees debited for unsuccessful transaction will be refunded to the candidate's account in due course.

Note:

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

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.

To ensure the security of your data, please close the browser window once your transaction is completed.

Please note that all the particulars mentioned in the online application including Name of the Candidate, Category, Date of Birth, Address, Mobile Number, Email ID, Centre of Examination etc. will be considered as final and no modifications will be allowed after submission of the online application form. Candidates are hence requested to fill in the online application form with the utmost care as no correspondence regarding change of details will be entertained. RBI will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application form.

An online application which is incomplete in any respect such as without photograph and signature uploaded in the online application form will not be considered as valid.

Candidates are advised in their own interest to apply on-line 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 the RBI's website on account of heavy load on internet/website jam.

RBI does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of RBI.

Please note that the above procedure is the only valid procedure for applying. No other mode of application or incomplete steps would be accepted, and such applications would be rejected.

Any information submitted by an applicant in his/ her application shall be binding on the candidate personally and he/she shall be liable for prosecution/ civil consequences in case the information/ details furnished by him/ her are found to be false at a later stage.

9. General Rules/Instructions:

(i) Candidates can apply only for one post and also for one Zone. If there are multiple registrations, the last registration will be retained.

(ii) Candidates **need not submit /send at any address, application printouts** or any certificates or copies thereof at the time of online application. Their candidature will be considered on the strength of the information declared in the application. If at any stage, it is found that any information furnished in the online application is false/ incorrect or if according to RBI, the

candidate does not satisfy the eligibility criteria, his/ her candidature/ appointment is liable to be cancelled/ terminated.

(iii) All educational qualifications should have been obtained from recognised universities/ institutions in India or abroad. If grades are awarded instead of marks, candidates should clearly indicate its numerical equivalent.

(iv) 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.

(v) RBI shall not entertain requests from the candidates seeking advice about their eligibility to apply.

(vi) Candidates will have to visit the RBI website 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.

(vii) The candidates will have to appear for the exam at their own cost

(viii) 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 2.5 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.

(ix) Documents relating to Age/Qualification/Category etc. will have to be submitted at the time of LPT/document verification by the candidates called for LPT/document verification. Caste certificate submitted by candidate seeking reservation as SC/ST/OBC in the prescribed proforma from the competent authority should clearly indicate the candidate's caste, the Act/Order under which the caste is recognised as SC/ST/OBC and the village/town the candidate is originally a resident of.

(x) Candidates seeking age relaxation are required to submit copies of necessary certificate(s) at the time of LPT/document verification.

(xi) A declaration is required to be submitted in the prescribed format by candidate seeking reservation as OBC, that he/she does not belong to the creamy layer as on date of LPT/document verification. The OBC certificate containing the non-creamy clause should have been issued after 01.11.2018.

(xii) All candidates working in Government Sector, Government owned industrial undertakings, Public Sector Undertakings/Financial Institutions/Banks, Public Enterprises or other similar organizations, whether in a permanent or temporary capacity or as work-charged employees other than casual or daily rated employees, are required to inform their employer (Head of Office/Department) in writing, about applying for this recruitment, prior to the submission of their application online to the Bank. At the time of applying online, candidates working in such organizations, are required to submit an undertaking that they have informed in writing about applying for this recruitment to their Head of Office/Department. Candidates should note that in case a communication is received at Bank from their employer, withholding permission to the candidate applying for this recruitment/ appearing at the examination, their application/candidature will be liable to be rejected/ cancelled.

At the time of joining, the recommended candidates will have to bring proper Unconditional Relieving Letter from their PSU/Government/Quasi-Government employer.

(xiii) In the examination hall as well as at the time of LPT, the call letter along with an original and a photocopy of the candidate's currently valid photo identity such as Aadhar card with a photograph /PAN Card/ Passport/ Driving Licence/Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazzetted Officer on official letterhead/ Photo identity proof issued by a People's Representative on official letterhead/ valid recent Identity Card issued by a recognised college/ university/ 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.

Note : Ration card & Learners Driving License will not be considered as valid Identity proof.

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 LPT Call Letter while attending the examination/ LPT respectively, without which they will not be allowed to take up the examination/ LPT. 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.

(xiv) 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, LPT or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

(a) using unfair means or

(b) impersonating or procuring impersonation by any person or

(c) misbehaving in the examination / LPT 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

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

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

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

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

(ii) to be debarred either permanently or for a specified period from any examination conducted by RBI.

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

(xv) RBI 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 in this regard, it is inferred / concluded that the responses have been shared and scores obtained are not genuine / valid, RBI reserves right to cancel the candidature of the concerned candidates and the result of such candidates (disqualified) will be withheld.

(xvi) Canvassing in any form will be a disqualification.

(xvii) In all correspondence with RBI, Registration number received on submission of application and Roll no. indicated in 'Call Letter' must be quoted.

(xviii) In all matters regarding eligibility, conduct of examinations, LPT, assessment, prescribing minimum qualifying standards in online examination and LPT, in relation to number of vacancies and communication of result, RBI's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.

(xix) The possibility for occurrences of some problem in 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 the problem, which may include shifting the candidates to the other centres or to conduct of another examination if considered necessary. Decision of RBI in this regard shall be final. Candidates not willing to accept such change shall lose his/her candidature for this exam.

(xx) 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 centre or for any candidate.

(xxi) Mobile phones, pagers or any other communication devices are not allowed inside the premises, where the examination is being conducted. Any infringement of these instructions shall entail disqualification including ban from future examinations.

(xxii) Candidates are not permitted to use or have in possession of calculators in examination premises.

(xxiii) Candidates are advised in their own interest not to bring any of the banned item including mobile phones/ pagers to the venue of the examination, as arrangement for safekeeping cannot be assured.

(xxiv) RBI will not furnish the mark-sheet to candidates. However, the online examination marks may be available on RBI's website after the declaration of the final result.

(xxv) The post is also open to the employees of RBI (staff candidates) who satisfy the eligibility criteria.

(xxvi) **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**.

(xxvii) Candidate's admission to the test / LPT is strictly provisional. The mere fact that the call letter has been issued to the candidate does not imply that his candidature has been finally cleared by RBI.

Instances for providing incorrect information and /or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he /she will not be allowed to appear in any RBI 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 effect.

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 below.

(i) PHOTOGRAPH IMAGE:

- Photograph must be a recent passport style 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 head wear is allowed but it must not cover your face.

- Dimensions 200 x 230 pixels (preferred)

- Size of file should be between 20 kb–50 kb

- Ensure that the size of the scanned image is not more than 50 KB. 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.
- The signature will be used to put on the Hall Ticket and wherever necessary.
- If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Hall Ticket, the applicant will be disqualified.
- Dimensions 140 x 60 pixels (preferred)
- Size of file should be between 10 kb – 20 kb
- Ensure that the size of the scanned image is not more than 20 KB

(iii) SCANNING THE PHOTOGRAPH & SIGNATURE:

- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- Set Colour to True Colour
- 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 50 KB & 20 KB 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 editors 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 should fill in all his/her details on Page 1. After verifying that the details filled in are correct and clicking on the 'Submit / Next' button a link will be provided on Page 2 of the online application form to upload his / her photograph and signature.

(iv) 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 & Select the location where the Scanned Photo / Signature file has been saved.

- Select the file by clicking on it

- Click the 'Upload' button

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

Note:

- In case the face in the photograph or signature is unclear the candidate's application will be rejected.

- Candidates are advised to take a printout of their system generated online application forms after registering.

- In case the photograph or signature is unclear, the candidate may edit his/her application and re upload his/her photograph or signature.

The list of Examination centres

1.	Agartala	9.	Gangtok-Bardang	17.	Lucknow	25.	Ranchi
2.	Ahmedabad-Gandhinagar	10.	Guwahati	18.	Mumbai-Navi Mumbai	26.	Shillong
3.	Bangalore	11.	Hyderabad	19.	Nagpur	27.	Shimla
4.	Bhopal	12.	Jaipur	20.	New Delhi (NCR)	28.	Srinagar
5.	Bhubaneswar	13	Jammu	21.	Panaji	29.	Thiruvananthapuram
6.	Chandigarh-Mohali	14.	Kanpur	22.	Patna		
7.	Chennai	15.	Kochi	23.	Pune		
8.	Dehradun	16.	Kolkata	24.	Raipur		

The Zone wise local languages are as follows:

North Zone	Punjabi, Hindi, Urdu, Kashmiri
South Zone	Kannada, Tamil, Malayalam
East Zone	Oriya, Assamese, Bengali, Manipuri, Khasi, Nepali, Hindi, Maithili, Bodo, Mizo
West Zone	Gujarati, Marathi, Konkani
Central Zone	Hindi, Telugu, Marathi,