

**NOTICE**

The Bank has decided to fill up the vacancies of sub-staff-sepoy and accordingly, onetime relaxation is extended to the existing casual workers / personal drivers (engaged by Bank's Executives) who are working at various Branches / Offices of the Bank. Similarly the candidates from open channel/market may also apply (as per extant guidelines).

02. The eligibility criteria is as under:-

**i) For Casual Workers & Personal Drivers**

	<b>Casual Workers</b>	<b>Personal Drivers</b>
Age	18-26 years to be relaxed by years of experience, (equivalent to completed years of his engagement as casual labour) subject to maximum of 45 years as on 07.05.2012.	Maximum of 45 years as on 07.05.2012.
Qualification (Minimum)	Gen./OBC Category 8 <sup>th</sup> Pass SC/ST Category 5 <sup>th</sup> Pass	Gen./OBC Category 8 <sup>th</sup> Pass SC/ST Category 5 <sup>th</sup> Pass
Minimum service required	Minimum period of 240 days from the first day of engagement till 07.05.2012.	Minimum engagement for a period of 8 years as Personal Driver by our Bank's Executive as on 07.05.2012.

**ii) For candidates from Open channel / market**

**Age:-** Minimum 18 years and Maximum 26 years complete as on 07.05.2012.

**Qualification (Minimum) :** Std. 10<sup>th</sup> Passed as on 07.05.2012.

Candidates from SC/ST/OBC and Physically Challenged category are eligible for relaxations as per extant Government guidelines.

03. The norms for reservation of posts for these categories shall be observed as per the rules applicable to the State where the vacancy exists.

04. The Candidate should be preferably registered with Employment Exchange situated within the administrative jurisdiction of the concerned Zone/Office of the Bank for which he intends to apply;

05. Candidates have to attend the interview at the place and time stipulated, at his own expenses.

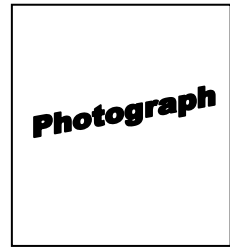
06. It is clarified that candidates meeting the eligibility criteria will not be eligible for consideration under this process if he/she has raised any dispute/litigation before the ALC/RLC/Labour Court/Industrial Court or any other forum unless he/she withdraws his/her case unconditionally and produces an Order having withdrawn the same.

07. The decision of the Bank as regards selection shall be final.

08. The applications duly filled in format enclosed should reach us on or before 15.02.2018. **Candidates, who had already applied after 18.12.2017 NEED NOT APPLY AGAIN.** Applications received after the stipulated date shall not be considered.

**(M.G.Kulkarni)**  
**DY. ZONAL MANAGER**

**Place: Visakhapatnam**  
**Date: 30.01.2018**



**The Branch Manager/Officer-in-charge**  
**Bank of India**  
Branch/ Office.

Dear Sir,

**Application for the post of Subordinate Staff**

I understand that the Bank is recruiting sub-staff / sepyo in its various Branches/Offices. Since I am eligible to apply for the post, I request you to consider my application for the said post from \_\_\_\_\_ (City/Zone).

02. My particulars are as under:-

Full Name : \_\_\_\_\_  
Date of Birth : \_\_\_\_\_  
Qualifications : \_\_\_\_\_  
Religion/Caste : \_\_\_\_\_SC/ST\_\_\_\_\_  
Address for communication : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

03. I am enclosing certified copies of the following documents and undertake to produce the originals as and when required:-

1. Employment Exchange Registration Card, if available
2. School Leaving Certificate;
3. Caste Certificate (for SC / ST category). I confirm that I belong to SC/ST category.
4. Certificates in support of Educational Qualifications;
5. Certificate from the Medical Board regarding physical disability (For the candidates belonging to physically challenged category);
6. Any other relevant document.

**(Please tick appropriate item)**

04. I hereby undertake that:-

- a) I shall not claim any arrears or benefits whether monetary or otherwise from the Bank relating to my earlier period of casual engagement prior to the date of my recruitment before any Authority/Court/Tribunal, in future;
- b) I shall not raise any dispute before any Authority / Court claiming monetary benefits for the above period and with regard to placement/deployment on my appointment in Bank's service;
- c) I undertake to withdraw dispute / litigation, if any, pending before the ALC/RLC/Labour Court/Industrial Court or any other Forum before consideration of my candidature under this process;
- d) I declare that I was never convicted under any criminal offence by any Court in India and further state that I was never detained in Police / Magistrate Custody in connection with any criminal / political activity.

Yours faithfully,

(Signature of the Applicant)

Encl: As above.

Place :

## ANNEXURE – I

### ONE TIME RELAXATION FOR OUR BANK'S CASUAL WORKERS IN RECRUITMENT NORMS

	<b>CASUAL WORKERS</b>
<b>Age</b>	<b>18 – 26 years to be relaxed by years of experience (equivalent to completed years of his engagement as casual labourer) subject to maximum of 45 years as on 07.05.2012</b>
<b>Qualification (Minimum)</b>	<b>Gen./OBC Category 8<sup>th</sup> pass SC/ST category 5<sup>th</sup> pass</b>
<b>Minimum service required</b>	<b>Minimum period of 240 days from the first day of engagement till 07.05.2012.</b>

## ANNEXURE – II

### ONE TIME RELAXATION FOR OUR BANK'S PERSONAL DRIVERS IN RECRUITMENT NORMS

	<b>PERSONAL DRIVERS</b>
<b>Age</b>	<b>Maximum of 45 years as on 07.05.2012.</b>
<b>Qualification (Minimum)</b>	<b>Gen./OBC Category 8<sup>th</sup> pass SC/ST category 5<sup>th</sup> pass</b>
<b>Minimum service required</b>	<b>Minimum engagement for a period of 8 years as Personal Driver by our Bank's Executive as on 07.05.2012.</b>