

 **Andhra Bank**  
(A Govt. of India Undertaking)  
Head Office :: Hyderabad

**(PLEASE READ THIS NOTIFICATION CAREFULLY BEFORE SUBMITTING THE APPLICATION)**

Andhra Bank a leading Public Sector Bank invites applications from Indian citizens for the **Post of Security Officers in MMGS-III**.

<b>Opening date of Online registration</b>	<b>03.06.2016</b>
<b>Last date of online registration</b>	<b>13.06.2016</b>

**1.Posts :**

Post Code	Name of the Post	Grade	No. of Vacancies	Age as on 30.04.2016	
				Min	Max
1	Security Officer	MMGS-III	11	21 yrs	40

**\*Maximum age limit inclusive of all age relaxations for Ex-Servicemen is 40 years as per Government Guidelines.**

**1.1. Pay scale, allowances and perquisites:**

The total emoluments inclusive of all allowances and Perquisites works out to Rs. 11.48 lacs p.a.(approx) on cost to company basis.

**1.2. Reservation in posts**

No of Posts	Reservation particulars			
	SC	ST	OBC	UR
<b>11</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>6</b>

**The number of vacancies as also the number of reserved vacancies is provisional and may vary according to actual requirements of the Bank. Bank reserves the right not to fill up any or all the vacancies.**

**ABBREVIATIONS USED:**

SC - Scheduled Caste  
OBC - Other Backward Classes

ST - Scheduled Tribe  
GEN- General Category

Candidates belonging to reserved category, for which no reservation has been announced, are free to apply for vacancies announced for Unreserved (general) category without availing relaxations in any manner.

## 2. Eligibility Criteria

### 2.1 Nationality / Citizenship

A candidate must be either (i) a citizen of India or (ii) a subject of Nepal or (iii) a subject of Bhutan or (iv) a Tibetan Refugee who came over to India before 1<sup>st</sup> Jan. 1962 with the intention of permanently settling in India or (v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India, provided that a candidate belonging to categories (ii), (iii), (iv) & (v) above shall be a person in whose favor a certificate of eligibility has been issued by the Govt. of India. A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination/interview conducted by the Bank but on final selection the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Govt. of India.

### 2.2 Gender: Male/Female

### 2.3 Applications from serving employees of Andhra Bank:

Interested and eligible employees of Andhra Bank may also apply through proper channel. Such candidates, if selected shall resign from their present position in the Bank and rejoin the service afresh.

## 3. Educational qualifications and Post-qualification Work Experience

Educational qualifications	Experience
Graduation in any discipline from a Recognized University.	An officer with a minimum of five years experience as a commissioned officer in Armed Forces <b>OR</b>
	A police officer not below the rank of an Asst. Superintendent of Police/Dy. Superintendent of Police with minimum 5 years in the grade <b>OR</b>
	<b>An</b> Officers of equivalent ranks in Para Military forces (BSF,ITBP,SSB,CRPF,COAST GUARD)with a minimum of five years of experience

### Note:

- a) The Educational qualifications prescribed for the post are the minimum. candidates must possess the requisite qualifications as on 30.04.2016

### 3.1 Relaxation in Upper Age limit :

S.No	Category	Age relaxation
1	OBC (Below Creamy layer) category	3 years
2	Persons domiciled in Kashmir Division in J&K State during the period from 01.01.1980 to 31.12.1989	5 years
3	The children/Family members of those who died in the 1984 riots	5 years
4	SC/ST category	5 years

**Note:**

- a) For an ex-serviceman, who has once joined a government job on the civil side after availing of the benefits applicable to him as an ex-serviceman for his re-employment, his ex-serviceman status for the purpose of re-employment in Government ceases.
- b) The relaxation in upper age limit is allowed on cumulative basis (in addition to the category which they belong) as per Govt. guidelines.
- c) All persons eligible for age relaxation under 3.1 (2) above must produce the domicile certificate at the time of interview from the District Magistrate in the Kashmir Division within whose jurisdiction he/she had ordinarily resided or any other authority designated in this regard by Govt. of J & K to the effect that the candidate had ordinarily been domiciled in the Kashmir Division of the State of J & K during 1<sup>st</sup>Jan.1980 to the 31<sup>st</sup> day of December 1989.
- d) All persons eligible for age relaxation under Sr. No. 3.1 (3) must produce a certificate issued by the District Magistrate to the effect that they are eligible for relief in terms of rehabilitation package for 1984 Riots Affected persons sanctioned by Government and communicated by Ministry of Finance, Department of Financial Services communication no. F.No. 9/21/206-IR dated 27.07.2007.

**4. SELECTION PROCEDURE**

Selection procedure will be by way of Interview. Candidate has to secure minimum marks of 40% in the interview to be eligible for selection.

**GENERAL INSTRUCTIONS**

- a) Educational Qualifications: The qualifications prescribed for the post are the minimum. Candidates must possess the qualifications as on 30.04.2016.
- b) Probation Period & Service Bond

The candidates selected as Security Officers in MMGS III will be required to execute a Service Bond undertaking to serve the Bank for a minimum period of 3 years or to pay the Bank a sum of Rs.2,00,000/-.

Officers recruited as Security Officers in MMGS-III will be on probation for a period of **ONE** year.

- b) Before applying for the post, the candidate should ensure that he fulfils the eligibility and other norms mentioned in this advertisement.** Decision of Bank in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to recruitment will be final and binding on the candidate. The Bank in this behalf shall entertain no correspondence or personal enquiries. **In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he has furnished any incorrect/false information or has suppressed any material fact(s), his candidature will stand cancelled. If any of these shortcomings are detected even after appointment, his services are liable to be terminated.**

**d) CERTIFICATES TO BE SUBMITTED AT THE TIME OF INTERVIEW:**

Candidates must submit the following certificates in original along with one set of attested copies at the time of appearing for interview, failing which his candidature will be cancelled.

(i) Certificates in support of educational qualification , date of birth and caste.

(ii) Experience certificate

(iii) SC/ST Caste Certificate issued by the Competent Authority.

(iv) Candidates belonging to OBCs but coming in the "CREAMY LAYER" are not entitled to OBC reservation. They should indicate their category as 'General' candidates. OBC certificates in the format as prescribed by the Govt. Of India and issued by the Competent Authority inter alia, specifically stating that the candidate does not belong to the Socially Advanced Sections excluded from the benefits of reservations for OBCs in Civil Posts and Services under Govt. Of India i.e. carrying 'CREAMY LAYER' Clause, based on income for the financial year 2015-16 should be submitted. **OBC certificate should not be more than one year old as on the date of application.**

v) Five copies of the photograph should be retained for use at the time of interview. Candidates are advised not to change their appearance till the recruitment process is complete. Failure to produce the same photograph at the time of interview may lead to disqualification.

vi) Candidates should be willing to serve anywhere in India.

vii) Candidates serving in Government/Public sector undertaking (including banks) should seek prior permission from their employer to apply and produce "No Objection Certificate" from their employer at the time of interview, in the absence of which their candidature will not be considered.

viii) Any request for change of address will not be entertained.

ix) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Hyderabad only.

x) The Bank takes no responsibility to connect any certificate/ remittance sent separately.

xi) In case any dispute arises on account of interpretation in version other than English, English version will prevail.

xii) Appointment of selected candidates is subject to his being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the Service & Conduct Rules of the Bank.

xiii) The Bank reserves the right to modify/reverse/cancel any or all of the provisions in the process

xiv) Publication of this advertisement in full or part by any Agency without Bank's specific permission will be considered as an offence and will be liable for legal action.

xv) 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 or should not suppress any material information while filling up the application form.

At the time of Interview, if a candidate is (or has been) found guilty of:

- i. Resorting to any irregular or improper means in connection with his/her candidature by selection or
- ii. Canvassing support for his candidature by any means, such a candidate may in addition to rendering himself liable to criminal prosecution, be liable:
  - a) to be disqualified from the Interview for which he is a candidate and
  - b) to be debarred, either permanently or for a specified period, from any recruitment conducted by Bank.

## 5. HOW TO APPLY

**a) Candidates can apply online from 03.06.2016 to 13.06.2016 through the link in the careers page of the Banks website ([www.andhrabank.in](http://www.andhrabank.in)) and no other mode of application will be accepted.**

**b) Prerequisite for applying online:**

Before applying online, candidates should:

- Scan their photograph and signature, ensuring that both conform to the required specifications
- Keep the necessary details of Educational Qualifications and other personal details handy for entering in the online application.
- Create a valid personal email ID, if not already done. The email ID should be kept alive for entire duration of the selection process. Under no circumstances, the applicant should share email ID with any other person. Third party email ID is not permitted.

### **Non-refundable Application fees/Intimation Charges**

**Payment through other than Andhra Bank: NEFT**

**Payment through Andhra Bank : Cash/Transfer**

<b>Category of Applicant</b>	<b>Amount Payable*</b>
For GEN & OBC	Rs.600.00 (application fees)
For SC/ST/PWD candidates	Rs.100.00 (intimation charges)

### **REMITTANCE PARTICULARS:**

A/C NO : 1179 111 0000 1787  
NAME : RECRUITMENT OF SECURITY OFFICERS (MMGS III)  
IFSC CODE : ANDB 000 1179  
NAME OF THE BANK : ANDHRA BANK  
NAME OF THE BRANCH : PATTABHI BHAVAN BRANCH

**Note:** The Payment of application fees by any other mode except through NEFT/Account Transfer will not be accepted. Instruments, like Demand Draft / Bankers cheque / Indian postal orders received towards payment of application fees/ intimation charges will not be accepted under any circumstance. The application fees/Intimation Charges are non-refundable and once paid will not be refunded on any account nor can be held for in reserve for any other examination or selection.

The link under the Bank's website will remain open from 03.06.2016 to 13.06.2016 both days inclusive.

*\*The transaction charges, if any, for Online Payment of application fees/ intimation charges will have to be borne by the applicant.*

- c) Applicants are required to go to the Bank's website and click on the link "Recruitment"
- d) Thereafter, open the Recruitment Notification entitled "RECRUITMENT OF SECURITY OFFICERS IN MMGS III"
- e) Candidates are advised in their own interest to apply much before the closing date and not to wait till the last date.

Application once made will not be allowed to be withdrawn and fees once paid will **NOT** be refunded on any account nor can it be held in reserve for any other examination or selection..

After submitting the application form copy of the application should be sent along with Counterfoil of UTR NO./Transfer/Cash Voucher in an enclosed envelope super scribed "**APPLICATION FOR THE POST OF SECURITY OFFICER (MMGS III) in Andhra Bank**", at the following address:

**ANDHRA BANK  
RECRUITMENT SECTION,  
H R DEPARTMENT  
Dr. PATTABHI BHAVAN,  
SAIFABAD,  
HYDERABAD  
TELANGANA - 500 004.**

**The bank does not assume any responsibility for the candidates not being able to submit their application within the last date on account of the aforesaid reasons or for any other reason beyond the control of the Bank. Applications received after the last date will be summarily rejected without assigning any reason.**

GENERAL MANAGER (HR)