

# IFBI Presents Coaching for Probationary Officer (PO) and Clerical Exams for PSU Banks

## PROGRAMME OBJECTIVE

Public sector banks are on a major recruitment drive to hire clerical staff and officers. They employ around 6.5 lakh people. A major part of this workforce is expected to retire in the next three to five years. As per the published media reports, banks will have to recruit almost 7.5 lakh people in the next five years. At the same time there has been a change in the recruitment methods of these banks.

Common Written Examination (CWE) conducted by Institute for Banking Personnel Selection (IBPS) has now become a pre-requisite for the selection of personnel for Probationary Officer/Management Trainee and Clerical Posts in the public sector banks. This system of Common Examination has been approved by 19 participating Public Sector Banks and the Managing Committee of the Indian Banks' Association (IBA) with the consent of the Government of India.

Intense preparation and practice is one of the sure shot ways of clearing the Common Written Examination (CWE). In addition, going through professional coaching from a reputed institute which offers specific courses will be a catalyst for success. Recognising the need for a scientific and systematic approach required for preparation for these exams, NIIT IFBI has launched IFBI Academy for Bank Exams. It offers specialised courses titled Preparation for Clerical and Probationary Officer (PCPO). These courses, with their superior coaching, would enable youth to realise their aspiration of joining leading Public Sector Banks.

## PREPARATION FOR CLERICAL AND PROBATIONARY OFFICER EXAMS (PCPO)

PCPO courses are designed keeping in mind the assessment and testing practices adopted by the banking recruitment agency. The courses are designed to deliver better success due to robust content and superior teaching methodology. PCPO courses enable students to learn from experts who specialise in specific fields. Equipping students with specific tips, tricks, methods and tools to perform better in exams is a key feature of these courses. The courses are designed to train students to surmount the challenge of testing and thus succeed in Public Sector Bank exams. Not only do these courses prepare the candidates in core subjects for the test, but they also prepare aspirants on allied aspects—Group Discussions, Interviews and Personality Development.

**Reasoning Ability:** This section includes questions to analyse how well one thinks and analyses. It includes analogies, verbal/non-verbal, coding, classification, series and logic.

**Quantitative Aptitude/Numerical Ability:** This section equips a candidate to successfully overcome challenges of mathematics by giving conceptual knowledge to solve questions.

**General Awareness with Specific Reference to Banking/Computer Awareness/Marketing:** This section trains candidates on current events and on diverse topics like economics, finance, banking, politics, social sciences, cultural events, basic computer concepts, related terminology and office productivity tools. Concepts in marketing with reference to financial products/services are also a part of this section. In addition, candidates are trained to answer questions based on MS Windows, MS Office and other basic computer knowledge.

**English Language/Verbal Ability:** This section trains candidates in English and improves their ability to perform well in areas of functional grammar, reading comprehension and context-based vocabulary.

While designing the Preparation for Clerical and PO Exams (PCPO) courses, IFBI has extensively used its expertise in content development, drawing on its strong industry alliances for expert guidance. The institute has used its expert banking professionals to create a robust technology-enabled training methodology. Needless to say, with IFBI's Preparation for Clerical and PO Exams (PCPO) courses, success is but the next step.

Course Name	Duration	Program Delivery	Coverage
PCPO SWIFT	30 Days (60 Hours)	Through Synchronous Learning Technology	1. Reasoning Ability 2. Quantitative Aptitude/Numerical Ability 3. General Awareness with Specific Reference to Banking/Computer Awareness/Marketing 4. English Language/Verbal Ability 5. Descriptive Test 6. GD/PI 7. Practice Tests
PCPO HOME	—	Through Books & DVDs	

## UNIQUE FEATURES OF PCPO



## PCPO HOME

PCPO HOME offers PSU bank aspirants the opportunity to prepare for PSU banks—right from the comfort of their home. A contemporary product, PCPO Home has books authored by experts in the field. Most importantly, accompanying the books is a set of DVDs containing Video Sessions conducted by experts for Reasoning Ability, Numerical Ability, English Language and General Awareness—specific to banking. That's not all, it provides comprehensive online practice tests with diagnostic tools, which will help the students in overcoming weaknesses in Numerical Ability, Reasoning Ability and English Language.

## ABOUT IFBI

The Institute for Finance, Banking and Insurance (IFBI) was formed in 2006. It is a joint venture of NIIT—leading Global Talent Development Corporation and Asia's largest IT trainer—and ICICI Bank, India's largest private sector bank. The institute was established to meet the manpower challenges of trained professionals in the fast evolving BFSI sector.

In its five-year journey, IFBI has launched over 15,000 careers in leading organisations of the Banking and Financial Services Industry. IFBI has also trained over 55,000 industry professionals since inception through its corporate programmes in the areas of domain, professional skills and functional skills.

IFBI offers a range of programmes for various categories of BFSI aspirants and professionals, such as Post Graduate Diploma in Banking Operations (PGDBO) programme, Honours Diploma in Banking and Financial Services as well as Diploma in Banking Business. The institute was rated as the 'Best Training School' in the Banking and Financial Services domain by The Week-Nielsen Survey, May 2009.

Today, IFBI graduates are working in leading organisations like ICICI Bank, HDFC Bank, Kotak Mahindra Bank, ICICI Lombard, ICICI Prudential, Laxmi Vilas Bank, Wealth Advisors Inc, Karvy, Fullerton Securities, ICICI Securities, HDFC Securities, Bajaj Capital, Deutsche Bank and ING Life.



Institute of Finance, Banking & Insurance

