



## ON-LINE APPLICATIONS ARE INVITED FOR APPOINTMENT TO THE POST OF OFFICERS

1. Opening date for On-Line Registration	:	08.03.2011
2. Closing date for On-line Registration (for all applicants including Far Flung Areas)	:	08.04.2011
3. Modifications in On-line application can be made upto	:	10.04.2011
4. Call letters for Written Test to be Downloaded from Bank's Website after	:	13.05.2011
5. Likely date of Written Examination	:	29.05.2011

Applications (on-line only) are invited from eligible Indian Citizens for the post of Officers in the Bank as mentioned below.

Post Code	Post	Grade & Scale	Mode of Selection	SC	ST	OBC	GEN	TOTAL	VH	HI	OH
01	Probationary Officer	JMG S-I	Written Test & Interview	39	19	67	125	250	4	5	4
02	Fire Officer	MMG S-II	Group Discussion & Interview	-	-	-	1	1	-	-	-
03	Risk Managers (Senior Manager)	MMG S-III	Group Discussion & Interview	-	-	-	3	3	-	-	-
04	Risk Managers (Assistant General Manager)	SMG S-V	Group Discussion & Interview	-	-	-	1	1	-	-	-

Abbreviations stand for : SC - Scheduled Caste, ST - Scheduled Tribe, OBC - Other Backward Classes, Gen - General, VH - Visually Handicapped, HI - Hearing Impairment, OH - Orthopaedically Handicapped

Note: (a) The number of vacancies as also the number of reserved vacancies are provisional and may vary according to actual requirements of the Bank. Bank reserves its right of reassessing the manpower requirement depending upon the needs of the organisation and to make upward revision accordingly.

- (b) As the reservation for VH/HI/OH candidates are on horizontal basis, the selected candidates will be placed in the appropriate category to which the candidates belong.
- (c) It is clarified that it may not be possible to employ Persons with Disabilities candidates in all Offices / Branches of the Bank and they will have to work in the post identified by the Bank as suitable for them.
- (d) Candidates selected are liable to be posted anywhere in India. Notwithstanding anything contained in the internal guidelines or any other rules in force in that behalf, candidates selected are transferable all over India at any time without giving any reason there for.

**1(b) RESERVATIONS FOR PERSONS WITH DISABILITIES:** Reservation is available for Persons with Disabilities under Section 33 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act 1995. Accordingly, candidates with the following disabilities are eligible to apply.

**Definition:**

**• Visually Handicapped (VH):**

1. **Blindness** refers to a condition where a person suffers from either of the following conditions:

- (i) Total absence of sight.  
 (ii) Visual acuity not exceeding 6 / 60 or 20 / 200 (Snellen) in the better eye with correcting lenses.  
 (iii) Limitation of the field of vision subtending an angle of 20 degrees or worse.

2. **Low vision:** "Person with low vision" means a person with impairment of visual functioning even after treatment or standard refractive correction but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.

• **Hearing Impairment (HI):** "Hearing Impairment" means loss of sixty decibels or more in the better ear in the conversational range of frequencies.

• **Locomotor Disability or Cerebral Palsy (OH):**

1. **Locomotor Disability:**

"Locomotor Disability" means disability of the bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy.

2. **Cerebral Palsy:**

"Cerebral Palsy" means a group of non-progressive conditions of a person characterised by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal, peri-natal or infant period of development.

All the cases of Orthopaedically Handicapped persons would be covered under the category of "locomotor disability or cerebral palsy".

**Only such persons would be eligible for reservation in services / posts who suffer from not less than 40 per cent of relevant disability.**

2. **ELIGIBILITY CRITERIA:**

**(A) 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> January 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) or (v) above shall be a person in whose favour a certificate of eligibility has been issued by the Government 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 certificates have been issued to him by the Government of India.

**(B) EDUCATIONAL QUALIFICATION (As on 31.01.2011) Candidates whose result is awaited are not eligible and should have passed the qualifying exam on the said cut off date.**

**Post Code No. 1 (Probationary Officer):** Graduate from a recognised University or any equivalent exam recognized as such by Govt. of India with 2nd class (with minimum of 55% marks in graduation, 45% in respect of SC/ST/VH/HI/OH candidates).

**Post Code No. 2 (Fire Officer):** BE (Fire) or External Sub Officers Course or Divisional Officers Course from National Fire Service College, Nagpur.

**Experience:** In the case of BE (fire) experience is not essential. In other cases a minimum of 5 years of experience as Station Officer or equivalent post in City Fire Brigade or State Fire Station or in charge of Fire Office in an industry. Candidate should have knowledge of Hydrant System, Fire Detection System, Sprinkler System and Disaster Management.

**Post Code No. 3 Risk Managers-Senior Manager - MMGS III:** Graduate (with minimum of 55% marks) from a recognized university and FRM.

**Experience:** 5 years experience in Banking. Those having exposure to Risk Management in Banks in Officer's Cadre will be preferred.

**Post Code No. 4 Risk Managers - Assistant General Manager - SMGS V:** Graduate (with minimum of 60% marks) from a recognized university and a pass in the CA examination of the Institute of Chartered Accountants in India/FRM. Post Graduate Diploma in Finance/Risk Management, CAIIB would be preferred.

**Experience:** 10 years experience in Banking. Should have exposure to Risk Management in Banks in Executive Cadre. Ability to analyze Credit Proposals and exposure to Treasury Operations will be of added advantage.

**(C) AGE AS ON 31.01.2011**

**Post Code No. 1 (Probationary Officer):**

Minimum - 20 years  
Maximum - 30 years

**Post Code No. 2 (Fire Officer):**

Minimum - 25 years  
Maximum - 35 years

**Post Code 3 (Risk Manager - MMGS III):**

Minimum : 25 years  
Maximum : 35 years

**Post Code 4 (Risk Manager - SMGS -V):**

Minimum : 30 years  
Maximum : 40 years

**3. RELAXATION IN UPPER AGE LIMIT : (Only in respect of Post Code No. 1):**

- i) Scheduled Caste/Scheduled Tribe candidates by 5 years.  
 ii) Ex-servicemen (including Commissioned Officers including ECOs/SSCOs who have rendered at least 5 years' military service and have been released on completion of assignment (including those whose assignment is due to be completed within 6 months) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency; or on account of physical disability attributable to military service; or on invalidment - by 5 years (written test), by 3 years (for interview) in addition to the usual period of service in Defence forces subject to a maximum age of 50 years).  
 iii) Other Backward Class candidates by 3 years.  
 iv) All persons who had ordinarily been domiciled in Kashmir Division of J & K State during 01.01.1980 to 31.12.1989 by 5 years.  
 v) VH/HI/OH candidates - By 15 years for SC/ST [including 3i) above]  
 By 13 years for OBC [including 3 iii) above]  
 By 10 years for Gen.

**NOTE:** a) An Ex-Serviceman who has once joined a Govt. 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. b) The relaxation in upper age limit is cumulative as per Govt. of India guidelines. c) All persons eligible for age relaxation under 3(iv) 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 the Govt. of Jammu & Kashmir, to the effect that the candidate had ordinarily been domiciled in the Kashmir Division of the State of Jammu & Kashmir during 1<sup>st</sup> January, 1980 to the 31<sup>st</sup> day of December, 1989. d) Candidates belonging to reserved category and desirous of applying for Post Code Nos. 2, 3 and 4 should apply as general candidates and no relaxation in age and qualification will be made available to them. However, candidates belonging to Ex-servicemen category, otherwise eligible may apply upto the age of 50 years.

**4. APPLICATION FEE INCLUDING OUT OF POCKET EXPENSES (NON-REFUNDABLE)**

For SC/ST/VH/HI/OH candidates - Rs. 50/- (Out of pocket expenses only)

For All Others - Rs. 300/- (Application fee +out of pocket expenses) (including for OBCs / Ex-Servicemen)

**NOTE:** 1) Application fee including out of pocket expenses should be paid in cash at any of the Branches of Corporation Bank to A/c. No. 0377/CA/01/729.

2) Payment of application fee/out of pocket expenses by any other mode will not be accepted.

**5. SELECTION PROCEDURE:**

**A) Post Code No. 1 (Probationary Officer):** Candidates (The Bank is not responsible for printing errors, if any.)

who desire to apply should do so On-Line (see how to apply) only. Applications should not be sent by post and will not be considered. All applicants eligible for the post as per the criteria will have to down load their call letters on or after the date mentioned above and **no hard copy of the call letter will be sent by post.**

Written Examination will comprise of objective and descriptive papers as follows:

1. Objective Test : 300 Marks

Sl. No.	Name of the Paper	Duration	No. of Questions	Marks
1.	Test of Reasoning ability & Test of Computer competency	60 Minutes	80 20	140 35
2.	Test of Quantitative Aptitude	30 Minutes	50	75
3.	Test of General awareness on Socio Economic Developments	30 Minutes	50	25
4.	Test of English Language	30 Minutes	50	25
	Total	150 Minutes	250	300

Note : 1. Minimum qualifying marks for each paper is 40% (35% in case of SC/ST/OBC/PH candidates).

Descriptive Test : There will be one paper carrying 100 Marks for 60 Minutes duration with 5 compulsory questions with internal options, on "Higher order cognitive abilities to assess knowledge on Socio-Economic Developments and Communication skills.

Note : 1. Candidate shall have the option of replying this paper either in Hindi or English. 2. Detailed information regarding written test will be given in the "Acquaint yourself" hand out, which will be displayed on our website from 13.05.2011, along with call letter. 3. Depending upon the number of vacancies, only those candidates who rank sufficiently high in written test will be called for interview. Mere eligibility/ pass in the examination shall not vest any right in a candidate for being called for interview/ Group Discussion. 4. Final selection will be based on the merit ranking after adding marks obtained in the written test and interview. 5. Bank reserves its right if it so desires, to hold a second stage of written examination on the basis of order of merit in the written examination of first stage. If second stage of written examination is held, the subsequent process of interview and further process will be on the basis of order of merit of second stage examination. Merely satisfying the eligibility norms does not entitle a candidate to be called for the Test/Group Discussion/ interview. The Bank reserves the right to call only the requisite number of candidates for the interview after preliminary screening/short listing with reference to candidates qualification, experience, suitability etc. Individual marks secured by the candidate will be displayed on the website and no correspondence in this regard shall be entertained.

**B) Post Code 2 (Fire Officer), 3 (Risk Manager-MMGS III) and 4 (Risk Manager-SMGS V):** The procedure for applying for the post is similar to that explained in A) above. However, instead of written test there will be Group Discussion for the post. The candidates will be informed date and venue of GD by E-Mail only and no hard copy will be sent by post.

5.1 Directly recruited officers shall furnish to the Bank a Bank Guarantee for Rs. 50,000/- (Rupees Fifty Thousand only) or a Fixed Deposit of our Bank for a period of 2 years for the aforesaid amount by assigning the same to the Bank. The directly recruited officers shall execute an agreement to serve the Bank for a minimum period of 2 years after joining, failing which the officer shall be liable to pay to the Bank a sum of Rs. 50,000/- (Rupees Fifty Thousand only) and 3 months notice period. However, officers under Post Code 2, 3 and 4 shall undertake to serve the Bank for a minimum period of one year after joining, failing which the officer shall be liable to pay to the Bank a sum of Rs. 50,000 (Rupees Fifty thousand only) and 3 months notice period. The list of candidates successful in the interview would be displayed on the website of the Bank when the results are announced.

**6. EXAMINATION CENTERS AND DATE (For the post code No. 01 only):**

The written examination is tentatively fixed for Sunday, the 29th May 2011 at the following centers. The centers are tentative and may change.  
 Centers (Codes) : Ahmedabad (11), Bangalore (12), Chandigarh (13), Chennai (14), Delhi (15), Hyderabad (16), Kochi (17), Kolkata (18), Lucknow (19), Mangalore (20) and Mumbai (21).

In case candidates have any difficulty in this regard, they may contact us at the following address pertaining to related centers, to enable the Bank to take immediate remedial action:

Center Code	Center & Contact address
11	<b>Ahmedabad :</b> The General Manager, Corporation Bank, Zonal Office, II Floor, Near Navarangpura P.O., Ahmedabad 380 009. Phone : 26442766, 26443063., Fax : 26446498.
12	<b>Bangalore:</b> IFBI, Bangalore, 1st Floor, No. 74/2, Sanjana Plaza, Elephant Rock Road, 3rd Block, Jaya Nagar Bangalore - 560 011. Ph: 080-3004128
13	<b>Chandigarh:</b> The Deputy General Manager Corporation Bank, SCO 54-55, Sector 9D, Madhya Marg Chandigarh - 160 017. Ph: 0172-2743559, 2743564
14	<b>Chennai:</b> The General Manager, Corporation Bank Zonal Office, 38 & 39, Whites Road, P.B. No. 2227 Chennai- 600 014. Ph: 044-28520837, 28523104
15	<b>Delhi:</b> The General Manager, Corporation Bank, Zonal Office, 18-20, 10th Floor, Hindustan Times Building, K.G. Marg, Connaught Place, New Delhi - 110 001. Ph: 011-23753962, 23753906

16	<b>Hyderabad:</b> The General Manager, Corporation Bank Zonal Office, 5-9-88/18/88/2, I Floor, Sapphire Complex Chapel Road, P.B. No. 384, Hyderabad - 500 001 Ph: 040-23420166, 23234270
17	<b>Kochi:</b> The Deputy General Manager, Corporation Bank, Zonal Office, 35/3078 J & J1 II Floor, Pukalakatt Building, Thammanam Road, Palarivattom, Kochi - 682 025 Ph: 0484-2347422, 2347402
18	<b>Kolkata:</b> The General Manager, Corporation Bank Zonal Office, 3, Middleton Row, Ground Floor, Kolkata - 700 071. Ph: 033-22290103, 22298056
19	<b>Lucknow:</b> The Deputy General Manager, Corporation Bank, Zonal Office, 1-1/F, Ashok Marg, Near Nishant Ganj, Gomti Bridge, Lucknow- 226 001 Ph: 0522-2205264, 2205129
20	<b>Mangalore:</b> Corporation Bank M.P.R.S., Mangaladevi Temple Road, Head Office, Mangalore. Ph: 0824-2426416-420 (Extn: 568/535/534), Fax: 2425213
21	<b>Mumbai:</b> The Chief General Manager, Corporation Bank, Zonal Office, 28, Mittal Chambers, II Floor, Nariman Point, Mumbai - 400021. Ph: 022-22026818, 22026940

**7. PRE-EXAMINATION TRAINING** (For Post Code No. 1 (Probationary Officer) only): The Bank may arrange pre-examination training for candidates belonging to SC/ST/ Ex-Servicemen/ Religious Minority at the following centers for a limited number of candidates in consonance with the guidelines issued by the Govt. of India. Candidates belonging to these categories and desirous of availing such training at their own cost may indicate to that effect in the appropriate place in the application. Such candidates should visit the said venues on the date and time mentioned along with copies of application (showing Regn. No.) and caste certificate/ other certificate which clearly indicate that they belong to above mentioned categories, wherever applicable. **No separate communication will be sent in this regard.**

Locations	Venue	Timings
<b>Bangalore</b>	IFBI, Bangalore, 1st Floor, No. 74/2, Sanjana Plaza, Elephant Rock Road, 3rd Block, Jaya Nagar, Bangalore-560 011	2.00 p.m. from 16.05.2011 to 20.05.2011
<b>Kolkata</b>	Mahendra Educational Pvt. Ltd. Maharaja Cassim Bazar, Polytechnic Institute, 3 Nand Lal Bose Lane Kolkata-700003	2.00 p.m. from 16.05.2011 to 20.05.2011
<b>Mumbai</b>	Mahendra Institute, Bai Kavi Bai and Hansraj Morari Charity Trust, 24 Bora Razar, 5 <sup>th</sup> Floor, Opp. CST Station, Fort, Mumbai-400 001	2.00 p.m. from 16.05.2011 to 21.05.2011
<b>Delhi</b>	Mahendra Institute, C/o B-43-44, Guru Nanak Pura, Near V3S Mall, Opp. District Centre, Laxmi Nagar, New Delhi- 110092	2.00 p.m. from 16.05.2011 to 21.05.2011

**8. PAY SCALE:**  
 Post Code No. 1 (Probationary Officer): Rs. 14500-6007-18700-700/2-20100-800/7-25700 (CTC - Rs. 3.75 lakh)

II) Post Code No. 2 (Fire Officer) - Rs. 19400-700/1-20100-800/10-28100 (CTC Rs. 5.25 lakh)

Post Code 3 (Risk Manager-MMGS III) - Rs. 25700-800/5-29700-900/2-31500 (CTC Rs. 6.75 lakh)

Post Code 4 (Risk Manager-SMGS V)- Rs. 36200-1000/2-38200-1100/2-40400 (CTC Rs.11.50 lakh) (Adhoc, Revised. May vary depending on place of posting.)

**NOTE:** DA, CA, HRA will be payable as per rules depending upon the place of posting. Medical Aid, LTC, Pension, Gratuity, Conveyance will be admissible as per Bank rules.

**9. PROBATION : 2 years**

**During the period of probation the Bank will conduct periodic tests to ascertain the level of acquisition of banking skills by the Probationary Officers. Bank reserves the rights to terminate the services of the probationer for unsatisfactory performance in the tests/skill acquisition. During the period of probation it is expected of the candidates to acquire such skills as are required to handle managerial positions on confirmation in the service. As such, the probationary officer shall be required to work at 2-3 branches during the probation period. However, in respect of Fire Officer, Risk Manager (MMGS III and V), the period of Probation is one year. Further, in case of Fire Officer he will be stationed at Head Office, Mangalore only.**

**10. HOW TO APPLY :**  
**Eligible candidates are required to apply only 'ONLINE' through our website www.corpbank.in between 08.03.2011 and 08.04.2011 and no other means/ mode of application will be acceptable.**

(i) Candidates are required to have a valid active personal e-mail ID and should not change the same during the course of the recruitment process to ensure smooth communication. Communication will be sent to such email ID. Under no circumstances, he/she should share/mention e-mail ID to/ of any other person.

(ii) 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 online.

(iii) Applicants are first required to go to the Bank's website 'www.corpbank.in' and click on 'Careers'. Then go to 'Recruitment of Officers- 2011-12' Read the advertisement carefully and ensure that you are eligible for the post.