



RESERVE BANK OF INDIA SERVICES BOARD, MUMBAI

Advt.No.1A/2007-08

Telegraphic Address : "SERVBOARD" Mumbai

(The detailed advertisement and the format of the Application Form appeared in the Employment News dated August 4, 2007 and August 11, 2007 respectively. This advertisement and the format of the Application Form can be accessed on RBI Website www.rbi.org.in)

Applications are invited for the posts mentioned below in Reserve Bank of India (RBI/Bank) from Indian citizens, subjects of Nepal and Bhutan, Tibetan refugees (who came over to India before 1st January 1962) and persons of Indian origin who have migrated from Myanmar and Sri Lanka with the intention of permanently settling in India and in whose favour Eligibility Certificates have been issued by Government of India.

| Sr. No. | Post | Number of Vacancies | | | | TOTAL |
|---------|--|---------------------|-----------------------|-----------------------|------------------------------|-------|
| | | Unreserved | Scheduled Castes (SC) | Scheduled Tribes (ST) | Other Backward Classes (OBC) | |
| 1 | Officers in Grade 'B'(Direct Recruitment - DR) | 26 | 2 | - | 24 | 52* |
| 2 | Research Officers in Grade B for Department of Economic Analysis and Policy (DEAP) | 5 | 1 | - | 3 | 9* |
| 3 | Manager (Technical – Electrical) in Grade B | 1 | - | - | - | 1** |

*1 Vacancy each to be reserved for Visually Handicapped (VH) and Hearing Impaired (HI) (i.e. 2 for each post.) Though there is no vacancy reserved for Orthopaedically Handicapped (OH) candidates in this recruitment, they can also apply. However, they will not be entitled for any relaxation/concession due to their physical disability. The degree of disability should be between 40% and 75% in the case of Hearing Impaired persons. For Visually Handicapped (blind and partially blind), a person should fulfill either (a) total absence of sight or (b) with visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses or (c) with limitation of the field of vision subtending an angle of 20 degrees or worse. These Physically Handicapped (PH) candidates should possess a latest Certificate to this effect issued by an authorized Government of India/State Government Department/Hospital.

** Orthopaedic candidates with one leg affected (Right or Left) and Hearing Impaired (Partially Deaf) candidates may also apply for this post but they will not be eligible for any relaxation/concession applicable to PH candidates.

2. FOR OFFICERS IN GRADE B (DR)

a) Age (as on 01-07-2007) : Between 21 and 30 years (candidates must have been born not earlier than 02/07/1977 and not later than 01/07/1986). For candidates possessing M.Phil. and Ph.D. qualification, upper age limit will be 31 and 33 years respectively. For candidates having experience as an officer in Commercial Bank/Financial Institution in Public Sector, upper age limit is relaxed to the extent of number of years of such experience subject to a maximum of three years. For such candidates, upper age limit should not exceed 33 years including experience. For experience, probationary period will not be reckoned. Refer item 6 below for relaxation in upper age limit for specified categories.

b) Educational Qualifications (as on 01/07/2007): i) A First Class Bachelor's Degree with a minimum of 60% marks or an equivalent grade OR ii) A Second Class Master's Degree with a minimum of 55% marks or an equivalent grade OR iii) A Doctorate Degree with 50% marks in Master's Degree or equivalent grade OR iv) Chartered/Cost Accountant/Company Secretary (ACS) with a Bachelor's Degree OR v) A Post Graduate Diploma in Management from IIM only.

NOTE: SC/VH/BI candidates having second class with a minimum of 50% marks or equivalent grade in Bachelor's Degree examination OR having a Post-graduate Degree or equivalent recognized qualification, are eligible to apply.

c. Scheme for Selection

Selection will be through Written Examinations (WE) and Interview. 'WE' will be held in **two phases** as under:

i) Phase I (Objective Type Test): This Paper of 3 hours duration for 200 marks will be held on Sunday, the **October 7, 2007**. The Paper consists tests of i) General Awareness ii) English Language iii) Quantitative Aptitude and iv) Reasoning. Candidates have to secure minimum marks separately for each test as prescribed by the Board. Roll No. of the successful candidates are likely to be published around **December 2007** in Employment News/ Rozgar Samachar and on the RBI website and a brief notice thereof in leading newspapers.

ii) Phase II (Descriptive Type Test): The Phase II Examination will be conducted in **December 2007** only for those candidates who are successful in Phase I (Objective Type Test). The date and time-table will be intimated to the candidates concerned in due course. The Examination will consist of three Descriptive Type papers –

1) Paper I – English 2) Paper II – Economic and Social Issues and 3) Paper III – Finance and Management. Each of these papers is of 3 hours duration carrying 100 marks.

NOTE: Phase I (except the test of English) and Papers II and III of Phase II will be set bilingually in Hindi and English. Phase I is Objective Type and only marking the correct choice is required. However, Papers II and III of Phase II can be answered either **wholly** in Hindi or English at the candidate's option.

iii) Syllabus for Paper I – English: Essay, Précis writing, Comprehension, Business/Office Correspondence.

iv) Syllabus for Paper II – Economic and Social Issues: Growth and Development – Measurement of growth : National Income and per capita income – Poverty Alleviation and Employment Generation in India – Sustainable Development and Environmental issues. Economic Reforms in India – Industrial and Labour Policy – Monetary and Fiscal Policy – Privatisation – Role of Economic Planning. Globalization – Opening up of the Indian Economy – Balance of Payments, Export-Import Policy – International Economic Institutions – IMF and World Bank – WTO – Regional Economic Co-operation. Social Structure in India – Multiculturalism – Demographic Trends – Urbanisation and Migration – Gender Issues – Social Justice : Positive Discrimination in favour of the under privileged – Social Movements – Indian Political System – Human Development – Social Sectors in India, Health and Education.

v) Syllabus for Paper III – Finance and Management:

(i) Finance : The Union Budget – Direct and Indirect taxes; Non-tax sources of revenue; Outlays; New Measures; Financial Sector Reforms; Capital Market, Money Market and Foreign Exchange Market; Stock Exchanges and their Regulation; Capital Market Intermediaries and their Regulation; Role of SEBI; Functions of the Money Market; Growth and Operation of the Money Market; The Foreign Exchange Market; From FERA to FEMA; Exchange Rate Management; Exchange Risk Management; Role of Banks and Financial Institutions in Economic Development; Regulation of Banks and Financial Institutions; Disinvestment in Public Sector Units.

(ii) Management : Management: its nature and scope; The Management Processes; Planning, Organisation, Staffing, Directing and Controlling; The Role of a Manager in an Organisation. Leadership: The Tasks of a Leader; Leadership Styles; Leadership Theories; A successful Leader versus an effective Leader. Human Resource Development: Concept of HRD; Goals of HRD; Performance Appraisal – Potential appraisal and development – Feedback and Performance Counseling – Career Planning – Training and Development – Rewards – Employee Welfare. Motivation, Morale and Incentives: Theories of Motivation; How Managers Motivate; Concept of Morale; Factors determining morale; Role of

Incentives in Building up Morale. Communication: Steps in the Communication Process; Communication Channels; Oral versus Written Communication; Verbal versus non-verbal Communication; upward, downward and lateral communication; Barriers to Communication, Role of Information Technology. Corporate Governance: Factors affecting Corporate Governance; Mechanisms of Corporate Governance.

NOTE: The above syllabus is only indicative and not exhaustive. Keeping in view that candidates from different faculty backgrounds apply for the post, the questions in Papers II and III will be basic in nature. A candidate has to qualify in each of the Descriptive Papers separately. Candidates will be short-listed for interview based on the aggregate marks obtained only in Phase II – Papers I, II and III. The minimum cut off marks for being short-listed will be decided by the Board in relation to the number of vacancies. Candidates may answer the Interview either in Hindi or English at their option. Final selection will be based on the performance of the candidate in Phase II of the 'WE' and Interview.

d) Number of attempts: Candidates belonging to General Category, who had already appeared four times for 'WE' for this post in the past, are not eligible to apply. No such restriction to candidates belonging to SC\ST\OBC\PH if the posts are reserved for them.

e) Pre-examination training for SC/ST/PH candidates: The Bank arranges pre-examination training for Phases I and II of the examination for SC/ST/PH candidates, free of cost, at the centres where the Bank has its offices. Candidates who desire to avail of the training may apply **separately** to the Regional Director/General Manager, Reserve Bank of India at any one of the centres marked (**) below, whichever is convenient to them in the format furnished below on or before **August 20, 2007**. **Candidates should not send their application for training to the Reserve Bank of India Services Board's Office (Board) as the Board will not entertain such applications.**

FORM OF APPLICATION FOR TRAINING

The Regional Director/General Manager
Reserve Bank of India

Place :

Date :

**_____

Dear Sir

Pre-examination training – Officers Gr.'B' (DR)

I have applied to the RBISB for the post of Officer Gr.'B' (DR). Please register my name for training in English/Hindi# medium. I enclose an attested copy of the Caste/Physically Handicapped Certificate. I note that I will have to make my own arrangements for stay and meet all my expenses. I also note that undergoing the training will not confer on me any right to be called for the Examination or for recruitment in the Bank's service.

Delete inapplicable. (Note : Training in Hindi will be held only if sufficient no. of candidates are registered)

Yours faithfully

(Signature)

Name and Address

Encl.: Attested copy of the Caste/Physically Handicapped Certificate.

****Addresses of the Centre:** One Centre to be chosen from the list given below:

P.B. No.1, Ahmedabad-380014; P.B. No.5467, Bangalore-560001; P.B. No.32, Bhopal-462011; P.B. No.16, Bhubaneswar-751001; P.B. No.4528, Plot No.3, Sector 10, H.H. Nirmaladevi Marg, CBD Belapur, Navi Mumbai-400614; Sector 17, Chandigarh-160017' P.B. No.40, Chennai-600001; P.B. No.120, Guwahati-781001 (for Agartala/ Aizawl /Guwahati/ Imphal/ Itanagar/ Kohima/Shillong centres); P.B. No.1, Hyderabad-500004; P.B. No.12, Jaipur-302004; P.B. No.1, Jammu-180012; M.G. Road, Kanpur-208001; P.B. No.3065, Kochi-682018; P.B. No.552, Kolkata-700001 (for Kolkata/Port Blair centres); P.B. No.24, Lucknow-226001; P.B. No.15, Nagpur-440001; 6, Sansad Marg, New Delhi-110001; P.B. No.20, Panaji-403001; P.B. No.162, Patna-800001; College of Agricultural Banking, Ganeshkhind Road, Pune-411016; P.B. No.6507, Thiruvananthapuram-695033.

3. RESEARCH OFFICERS IN GR.B FOR DEAP

A. Job Requirements : To undertake research activities and participate in policy formation among others.

B. Age (as on 01-07-2007): Between 21 and 30 years (candidates must have been born not earlier than 02/07/1977 and not later than 01/07/1986). Refer item 6 below for relaxation in upper age limit for specified categories. Further

(i) Candidates having M.Phil Degree/Doctorate Degree from a recognized Indian/Foreign University/Institute in the specific subjects will be eligible for relaxation in the upper age limit by 1 and 3 years respectively.

(ii) Candidates having Master's Degree with Research/ Teaching experience at a recognized Indian/Foreign University/Institute will be eligible for relaxation in upper age limit to the extent of number of years of such experience subject to a maximum of three years.

(iii) Cumulative age relaxation will however, not be available to the candidates who are eligible under both the above categories as also under any specified category i.e. relaxation in upper age limit upto 3 years for OBC candidates and 5 years for SC candidates.

C. Educational Qualifications (As on 01/07/2007) :

Essential : A Master's Degree in Economics/Applied Economics/Econometrics or Master's Degree in commerce with Economics/Applied Economics from a recognized Indian or Foreign University / Institute with a minimum of 55% marks or equivalent grade. For SCVH/VI candidates, Master's Degree as above with a minimum of 50% marks or equivalent grade.

Preferential/Desirable Qualification: (i) Candidates with a doctorate degree in Economics/Applied Economics/Econometrics from a recognized Indian or Foreign University/Institute would be given preference. (ii) Research or teaching experience and publications in standard journals would be considered as an additional qualification.

D. Scheme of Selection :

Selection will be through Written Examination ('WE') and interview. There are 3 papers for Written Examinations. 'WE' will be held in October/November 2007. Exact date of WE will be intimated to the candidates in due course through Admission letters (AL).

| Types of Paper | Duration | Maximum Marks |
|--|----------|---------------|
| Paper - I Objective Type on Economics | 3 hours | 100 |
| Paper – II Descriptive Type on Economics | 3 hours | 100 |
| Paper - III Descriptive Type on English | 3 hours | 100 |
| Total | | 300 |

E. Syllabus :

(i) Standard of papers on Economics would be that of Master's Degree examination in Economics of any Central University in India. (ii) Syllabus for English: Essay, Précis writing, Comprehension, Business/Office Correspondence.

F. Examination and Interview : (i) Paper II and III of only such candidates, who scored sufficiently high marks, as decided by the Board in order of merit in Paper I, would be assessed. (ii) Question papers for 'WE' will be set in Hindi and in English (except Paper III on English). Answers may be written either in Hindi or English. Candidates may answer the interview in Hindi or English at their option. (iii) The number of candidates to be called for interview will be decided by the Board. (iv) Final selection will be on the basis of performance in the 'WE' (Paper I, II and Paper III) and interview taken together.

4. MANAGER (TECHNICAL – ELECTRICAL)

a) Age (as on 01-07-2007): Not above 35 years (Candidates must not have born earlier than 02-07-1972). Refer item 6 below for relaxation in upper age limit for specified categories.

b) Educational qualifications (as on 01/07/2007):

Essential: A Bachelor's Degree in Electrical Engineering or equivalent qualification with a minimum of 60% marks or equivalent grade.

c) Experience (as on 01/07/2007)

Essential: At least 3 years' experience after graduation (in a position of independent responsibility **equivalent to that of an Asst. Engineer**) in a public/private limited organization including hospitals/Banks/financial institutions/residential campus based educational institutions in planning/designing/execution of internal and external electrical installation work, large central air-conditioning plant, lift, communication systems and /or other services involved in large modern and multi storey building projects including preparation and evaluation of tender papers.

Desirable:

- i) Working knowledge of electronics including both hardware and software aspects of micro-processor based mini and large computer system and electronic telephone exchange and communication systems.
- ii) Experience in maintenance of lifts, pumps, air-conditioning plants, etc.
- iii) Experience of administering construction projects in all its aspects and knowledge of PERT/CPM techniques.

d) Scheme of Selection :

Selection will be through Written Examination (WE) in 2 under noted papers and Interview. 'WE' will be held in October/November 2007. Exact date of WE will be intimated to the candidates in due course through Admission Letters (AL).

| | <u>Duration</u> | <u>Marks</u> |
|---|----------------------------|--------------|
| <u>Paper I Objective Type Test</u> Test of professional knowledge/ job knowledge | As per admission letter | 100 |
| <u>Paper II Descriptive Type Test</u> Standard of the papers will be that of a B.E. Degree | 3hrs | 100 |
| Total | | 200 |

Examination and Interview

i) Paper II of such candidates who score sufficiently high marks, as decided by the Board, in order of merit in paper I only would be assessed.

ii) Question papers for WE will be set in Hindi and English. Answers may be written either in Hindi or English. Candidates may answer the Interview in Hindi or English at their option.

iii) The number of candidates to be called for interview will be decided by the Board.

iv) Final selection will be on the basis of performance in the WE (Paper I and Paper II) and Interview, taken together.

5. EXAMINATION CENTRES

WE will be held at the following centers (Code Numbers indicated in the brackets)

| Name of Centres | Code No. | Name of Centres | Code Nos. |
|-----------------|----------|--------------------|-----------|
| Ahmedabad | (11) | Kanpur | (22) |
| Bangalore | (12) | Kochi | (23) |
| Bhopal | (13) | Lucknow | (24) |
| Bhubaneswar | (14) | Mumbai | (25) |
| Kolkata | (15) | Nagpur | (26) |
| Chandigarh | (16) | New Delhi | (27) |
| Chennai | (17) | Panaji | (28) |
| Guwahati | (18) | Patna | (29) |
| Hyderabad | (19) | Pune | (30) |
| Jaipur | (20) | Thiruvananthapuram | (31) |
| Jammu | (21) | | |

However, for the benefit of candidates hailing from north-eastern States the following centres have been identified for **Phase I Examination of Grade B (DR) post** only.

| Name of centres | Code Nos. |
|-----------------|-----------|
| Agartala | (32) |
| Aizawl | (33) |
| Imphal | (34) |
| Itanagar | (35) |
| Kohima | (36) |
| Port Blair | (37) |
| Shillong | (38) |

Candidates can select only one center and must indicate its name and code No. in the application. Centre and dates of WE are liable to be changed at Board's discretion. In the event of cancellation of WE at any centre the Board may at its discretion allot an alternative centre to the candidates concerned. Candidates admitted to the WE will be intimated dates, time table and venue of WE through Admission Letters (AL). Candidates will not be admitted to the WE without the AL. **Request for change of center will not be entertained.**

6) RELAXATION IN THE UPPER AGE LIMIT :

Upper age is relaxable by

- (a) 3 years in the case of OBC candidates if the posts are reserved for them.
- (b) 5 years in the case of: i) SC/ST candidates if the posts are reserved for them, ii) Ex-employees of banking institutions whose services had to be terminated for reasons of economy or as a result of bank going into liquidation and personnel retrenched from Government Offices after at least one year's service and applying through Employment Exchanges, iii) Ex-servicemen (including Emergency Commissioned Officers/Short Service Commissioned Officers) provided applicants have rendered at least five years continuous Military Service and have been released on completion of assignment (including those whose assignment is due to be completed within one year) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or/on account of physical disability or have been released on account of physical disability attributable to Military Service or on invalidment, iv) Emergency Commissioned Officers/Short Service Commissioned Officers who have completed their initial period of assignment of five years of Military Service but whose assignment has been extended beyond five years and in whose case the Ministry of Defence issues certificates that they would be released on selection within three months from the date of receipt of offer of appointment, v) Candidates who had ordinarily been domiciled in Kashmir Division of the State of Jammu and Kashmir between 1st January, 1980 and 31st December, 1989.

(c) 10 years for VH/HI (Gen.); 13 years for VH/HI (OBC) and 15 years for VH/HI (SC/ST) candidates if the posts are reserved for them.

NOTE : CUMULATIVE AGE RELAXATION WILL NOT BE AVAILABLE EITHER UNDER THE ABOVE ITEMS OR IN COMBINATION WITH ANY OTHER ITEMS.

7) SERVICE CONDITIONS / CAREER PROSPECTS - (For all the posts) :

i) Pay Scale:

a) Rs.13700-700-20000-EB-700-21400-750-24400. Depending upon the place of posting, total initial emoluments will be Rs.20500/-approximately.

NOTE: For candidates possessing very high academic or professional qualification/ experience of significant value to the Bank, the Bank may, at its sole discretion, consider granting up to four advance increments. The Board, at the sole discretion, will consider requests for higher emoluments on account of higher qualification/special experience of value to the Bank at the interview stage only. Such information may be furnished in the Bio-data form in the appropriate column. The number of maximum increments will be 4. The Board/Bank will not entertain any request received after the interview.

ii) The posts carry benefits of Provident Fund, Pension, Gratuity, Leave, Leave Fare Concession and Medical Facilities.

iii) At certain centres, limited number of residential quarters are available. Facility for securing residential accommodation on lease, however, exists at all centres.

iv) Initial appointment will be on probation for a period of two years which may, at Bank's discretion, be extended upto a maximum period of four years.

v) There are reasonable prospects for promotion to higher grades.

vi) Selected candidates are liable to be posted and transferred anywhere in India.

8) APPLICATION FEE : Rs.100/- (Rupees one hundred only) for **each post**. No fee is payable by SC/ST/PH candidates. Fee is payable by Demand Draft favouring Reserve Bank of India and payable at Mumbai only. Candidates should write their name and address on the reverse of the Demand Draft and in the space provided for the purpose on the Postal Orders (if fee is payable) and enclose them to the application with a pin (should not be stapled). However, candidates from un-banked areas may pay fee by crossed Indian Postal Orders in favour of Reserve Bank of India payable at GPO, Mumbai. Fees sent separately not accompanied with proper application or payment in any other manner will not be accepted. Fees once paid will not be refunded.

9) GENERAL RULES / INSTRUCTIONS:

i) If A Candidate Is Eligible And Desires To Apply For More Than One Post, He Should Make A Separate Appropriate Application For Each Post With Requisite Fee. A Single Application For More Than One Post Shall Be Treated As Invalid.

ii) App. Not Accompanied By Prescribed Fees (Unless Exempted) Or Incomplete/Not In The Prescribed Format Will Be Rejected And No Correspondence In This Regard Will Be Entertained By The Board.

iii) Candidates **Should Not Enclose** Any Certificates Or Copies Thereof With The App. Their Candidature Will Be Considered On The Strength Of The Information Declared In The App. If At Any Stage It Is Found That Any Information Furnished In The App. Is False/Incorrect Or If According To The Board, The Candidate Does Not Satisfy The Eligibility Criteria, His Candidature/Appointment Is Liable To Be Cancelled/Terminated.

iv) All Educational Qualifications Must 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.

v) Candidates Should Satisfy Themselves About Their Eligibility For The Posts Applied For. The Board Would Admit To The 'We' All The Candidates Applying For These Posts With The Requisite Fee (Wherever Applicable) On The Basis Of Their Information Furnished In The App. And Shall Determine Their Eligibility Only At The Final Stage I.E. While Calling Them For Interview.

vi) Candidates already in service of Govt./Quasi-Govt. Organisations and Public Sector Banks /Undertakings will have to produce a "No Objection Certificate" from their employer, at the time of Interview. However, before appointment in RBI, a proper discharge certificate from the employer will have to be produced. If the App. is required to be routed through the employer and in the process it reaches the Board's Office after the due date, it will not be considered even though the applicant submitted the app. to the employer before the due date. In such cases, App. marked 'Advance Copy' should be sent to the Board's Office direct, together with fee and the regular copy (without fee) should be routed directly through the employer.

vii) Candidates will have to appear for the 'WE' at their expense. However, candidates called for Interview, will be reimbursed to and fro actual First Class/II AC railway fare by the shortest route from the place of their residence/place of work to the place of Interview whichever is nearer.

viii) In all correspondence with the Board, Roll No. indicated in the 'AL' must be quoted.

ix) Board does not furnish the mark-sheet to candidates. However, the Phase II examination marks and Interview marks for Grade B (DR) will be available in the Bank's website after the declaration of the final result. Similarly marks in WE and interview will be available for Research Officer in Grade B and Manager (Technical – Electrical) in the Bank's website after declaration of the final result.

x) Change of address, if any, should be informed to the Board immediately. Although every effort will be made to take on record such changes, the Board does not accept any responsibility in the matter, particularly when the time gap between receipt of intimation and date of examination is very short.

xi) If a candidate does not receive 'AL' for 'WE'/any other communication from the Board, he/she should contact the in-charge of the RBI office, (SBI office in case of Agartala, Aizawl, Imphal, Itanagar, Kohima, Port Blair and Shillong for Grade B (DR)) during office hours, at the Examination Centre indicated in the App. along with a passport size signed photograph, two days before the date of examination for necessary guidance. Failure to comply with the above instructions will deprive the candidate of any claim for consideration.

xii) The posts are also open to the employees of RBI (Staff Candidates) who satisfy the eligibility criteria separately stipulated by the Bank.

xiii) Board shall not entertain requests from the candidates seeking advice about their eligibility to apply.

xiv) Canvassing In Any Form Will Be A Disqualification.

xv) In All Matters Regarding Eligibility, Conduct Of Examinations, Interviews, Assessment, Prescribing Minimum Qualifying Standards In 'We' And Interview, In Relation To Number Of Vacancies And Communication Of Result, The Board's Decision Shall Be Final And Binding On The Candidates And No Correspondence Shall Be Entertained In This Regard.

xvi) 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 disciplinary action including ban from future examinations.

10) SUBMISSION OF THE APPLICATION :

i) Candidates applying for the post of **Officers in Gr.'B'(DR)** may send their applications to the General Manager, RBI Services Board, **Post Bag No.14501**, Mumbai Central Post Office, Mumbai-400008 by ordinary post. While the candidates applying for the posts of Research Officers in Grade B for DEAP and Manager in Grade B (Technical – Electrical) may send their applications to the General Manager, RBI Services Board, Post Bag No. **4618**, Mumbai Central Post Office, Mumbai-400 008 by ordinary post. The cover should be superscribed for the post applied for e.g. "App. for the post of Officers in Gr.'B'(DR)" or "Research Officers in Grade B for DEAP" or "Manager in Grade B (Technical – Electrical)" as the case may be.

ii) App. in closed covers may also be deposited in the box specially kept for the purpose at the Board's Office at Reserve Bank of India, Opp. Mumbai Central Railway Station, Mumbai Central, Mumbai-400008.

iii) Candidates applying for more than one post should send their apps. in **separate covers**.

11) CLOSING DATE:

i) App. should reach the Board's Office on or before **6.00 P.M. on August 20, 2007.**

ii) In the case of App. received only by post from candidates living abroad; in Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim, Tripura; Ladakh division of Jammu and Kashmir State; Lahaul and Spiti Districts and Pangri Sub-division of Chamba district of Himachal Pradesh; Andaman and Nicobar Islands and Lakshadweep, the last date of receipt of App. will be on or before **6.00 P.M. on August 27, 2007.** For App. received in any manner other than by post, the benefit of extended time will not be available. The Board takes no responsibility for any delay in receipt of App. or loss thereof in postal transit.

12) CHECK-LIST FOR SUBMISSION OF THE APPLICATION FORM:

i) The Format of the Application Form given below should not itself be used as Application.

ii) The App. strictly in conformity with the Format as applicable must be typed or neatly hand-written in Hindi or English on a good quality white foolscap paper and duly affixed with a signed latest passport size photograph. App. not in the prescribed Format shall be rejected.

iii) Name and Address should be written in capital letters in English only, since processing is computerized.

iv) Candidates should write their name and address on the reverse of the Demand Draft and in the space provided for the purpose on the Postal Orders (if fee is payable) and enclose them to the application with a pin (should not be stapled).

v) **Candidates should ensure that all the entries have been correctly filled in and the App. submitted is duly signed.** App. not signed shall be rejected.

vi) On the top of the cover containing the App., the post applied for should be superscribed.

vii) Candidates applying for different posts should send their applications in separate covers.

RESERVE BANK OF INDIA SERVICES BOARD, MUMBAI

APPLICATION FOR THE POST OF OFFICER'S IN Gr. 'B' (DR) OR RESEARCH OFFICER IN Gr.B FOR DEAP

Advt. No. 1 A/2007-08

POST APPLIED FOR : _____

1. NAME IN FULL (IN ENGLISH WITH CAPITAL LETTERS) :

2. CATEGORY:

A. Indicate category to which you belong by marking [✓] in the appropriate box (OBC candidates coming under 'Creamy Layer' should indicate their category as [GEN])

B. IF PHYSICALLY HANDICAPPED TICK THE APPROPRIATE BOX (Tick [OH] for Orthopaedically Handicapped; [HI] for Hearing Impaired and VH for Visually Handicapped)

| 3. | EXAMINATION CENTRE | CODE |
|----|--------------------|------|
| | | |

4. SEX: WRITE [M] FOR MALE AND [F] FOR FEMALE:

5. DATE OF BIRTH:

6. AGE (AS ON 01-07-2007):

7. A. ACADEMIC QUALIFICATIONS (AS ON 01-07-2007)
(Starting with minimum qualification stipulated for the post)

| Name of the Exam. (Please specify) | Main subjects | Date of Result | University/Institute | Overall % of marks (up to two dec. points) | Class / Division |
|---------------------------------------|---------------|----------------|----------------------|---|------------------|
| Graduation | | | | | |
| Post Graduation | | | | | |

B. HIGHER QUALIFICATIONS (AS ON 01/07/2007) :
(Write in the box whether M.Phil./Ph.D./C.A./ICWA/ACS/PG Dip. in Management from IIM only))

8. DO YOU FALL UNDER EX-SERVICEMAN/DOMICILED IN J. & K./RETRENCHED FROM GOVT. OFFICE/BANKING INSTITUTION ?
WRITE [Y] FOR YES [N] FOR NO

9. EXPERIENCE WITH REFERENCE TO THE ADVERTISEMENT (AS ON 01/07/2007):

| Name and address of the employer | Designation | Job profile | Period | | Duration | |
|----------------------------------|-------------|-------------|--------|----|----------|------|
| | | | From | To | Yrs | Mths |
| | | | | | | |

10. PARTICULARS OF EXAMINATION FEE:

| Name of the Drawee Bank/Post Office | No. and date of D D/ Indian Postal Order/s | Amount Rs. |
|-------------------------------------|--|------------|
| | | |

11. DID YOU APPLY 4 TIMES IN THE PAST FOR THE POST OF OFFICER GR.'B' ? WRITE (Y) FOR YES AND (N) FOR NO

(Applicable only to General Candidates)

12. POSTAL ADDRESS (IN ENGLISH AND IN CAPITAL LETTERS - DO NOT WRITE NAME)

| |
|--------------------------------------|
| |
| |
| |
| STATE: _____ PIN: _____ |
| email address if any _____ |
| Telephone No (with STD) if any _____ |

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/incorrect or that I do not satisfy the eligibility criteria according to the Board, my candidature /appointment is liable to be cancelled/terminated. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

PLACE :

DATE :

(Signature of the Applicant)

Name :

Very important points to be noted by the candidates : (i) Candidates must complete the application in all respects including Pasting of photograph. (ii) Incomplete applications in any respect will be rejected and no correspondence will be entertained by the Board in this matter.

RECEIPT NO.

FEE PAID

(For Office use only)

GEN OBC SC ST

OH HI VH

**Paste a signed
Latest
Passport size
Photograph**

Date Month Year

____ Year _____ Month

RESERVE BANK OF INDIA SERVICES BOARD, MUMBAI
APPLICATION FOR THE POST OF MANAGER (TECHNICAL - ELECTRICAL)

Advt.No.1A /2007-08

Post applied for _____

1. NAME IN FULL (IN ENGLISH WITH CAPITAL LETTERS) :

2. CATEGORY:

A. Indicate category to which you belong by marking [✓] in the appropriate box
(OBC candidates coming under 'Creamy Layer' should indicate their category as [GEN])

B. If Orthopaedically Handicapped/Hearing Impaired write OH or HI in Box

| | | |
|----|--------------------|------|
| 3. | EXAMINATION CENTRE | CODE |
| | | |

4. SEX: WRITE [M] FOR MALE AND [F] FOR FEMALE:

5. DATE OF BIRTH:

6. AGE (AS ON 01-07-2007):

7. A. ACADEMIC QUALIFICATIONS (AS ON 01-07-2007)
(Starting with minimum qualification stipulated for the post)

| Name of the Exam. (Please specify) | Main subjects | Date of Result | University/Institute | Overall % of marks (up to two dec. points) | Class / Division |
|---------------------------------------|---------------|----------------|----------------------|---|------------------|
| Graduation | | | | | |

B. HIGHER QUALIFICATIONS (AS ON 01/07/2007) :
(Write in the box whether M.Tech./Ph.D.etc.)

8. DO YOU HAVE THE PRESCRIBED JOB EXPERIENCE OF 3 YEARS AS MENTIONED
IN THE ADVERTISEMENT - APPLICABLE FOR THE POST OF MANAGER
(TECHNICAL – ELECTRICAL)
(Write Y for Yes and N for No)

9. DO YOU FALL UNDER EX-SERVICEMAN/DOMICILED IN J. & K./RETRENCHED
FROM GOVT. OFFICE/BANKING INSTITUTION ?
WRITE [Y] FOR YES [N] FOR NO

10. EXPERIENCE WITH REFERENCE TO THE ADVERTISEMENT (AS ON 01/07/2007):

| Name and address of the employer | Designation | Job profile | Period | | Duration | |
|----------------------------------|-------------|-------------|--------|----|----------|------|
| | | | From | To | Yrs | Mths |
| | | | | | | |

11. PARTICULARS OF EXAMINATION FEE:

| Name of the Drawee Bank/Post Office | No. and date of D D/ Indian Postal Order/s | Amount Rs. |
|-------------------------------------|--|------------|
| | | |

12. POSTAL ADDRESS (IN ENGLISH AND
IN CAPITAL LETTERS - DO NOT WRITE NAME)

| |
|--------------------------------------|
| |
| |
| |
| STATE: _____ PIN: _____ |
| email address if any _____ |
| Telephone No (with STD) if any _____ |

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/incorrect or that I do not satisfy the eligibility criteria according to the Board, my candidature /appointment is liable to be cancelled/terminated. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

PLACE :

(Signature of the Applicant)

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Name :

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Date Month Year

____ Year ____ Month