



**H.No.3-188, Main Road, Head Office: POCHAMPALLY, Dist. Yadadri Bhonagiri-508284**

## **EMPLOYMENT NOTIFICATION**

The Bank invites applications from young, energetic and dynamic persons for recruitment of the following posts.

1. Managers
2. Accountants
3. I.T.Professionals
4. Staff Assistants/Junior Officers

### **1. IMPORTANT DATES:**

ACTIVITY	IMPORTANT DATES
Opening date for registration of applications	20.07.2022: 10.00 a.m.
Last date of submission of applications	30.07.2022: 05.00 p.m.

Note: Detailed instructions are available in our bank's website [www.pochampallybank.com](http://www.pochampallybank.com). Candidates should read the instructions carefully before filling the application form.

### **2. QUALIFICATIONS AND ELIGIBILITY CRITERIA:**

Sl.No.	Post	Tentative Vacancy	Minimum qualification and experience
1	Manager	4	Graduates/ Post graduates having minimum 60% marks with at least six years experience in financial sector at middle or senior management level. (Preference will be given to VRS or Retired persons) No test for the post of the Manager.
2	Accountants/ Asst. Managers	2	Graduates having minimum 60% marks with at least 3 years' experience in financial sector. Commerce graduates will be preferred
3	I.T.Professionals	2	Bachelor of Technology in Computer Science/Information Technology. Preference will be given to experience candidates.
4	Staff Assistants/Junior Officers	8	Graduates having minimum 60% marks. Weightage will be given to MBA(Fin) qualification.

Note:

1. The above vacancy is tentative and may increase or decrease as per requirement
2. In case of any dispute, the decision of the bank management will be final and binding.

### **3. SELECTION PROCESS:**

Selection will be on the marks obtained in the test and interview. The question paper will consist of General Knowledge/Awareness, Banking, Reasoning, Numerical Ability and General English. The candidates are required to appear the test at their own expenses. The bank reserves the right to shortlist the candidates for the test and interview. Final merit panel will be prepared based on the marks obtained.

#### **4. APPLICATION FEE AND HOW TO APPLY:**

An amount of Rs.300/- payable through NEFT only to the account No. 100011010000692 in the name of PCUBL RECRUITMENT APPLICATION FEE. Name of the bank is **Pochampally Cooperative Urban Bank Limited**. IFSC Code is **HDFCOCPCUBL** (5<sup>th</sup> letter ZERO). Candidates have to apply in the prescribed format furnished in Annexure (In PDF format only) by mail to "[recruitment@pochampallybank.com](mailto:recruitment@pochampallybank.com)". Candidates should submit the applications either by mail or hard copy by post.

#### **5. UPPER AGE LIMIT:**

The upper age limit is 34 years as on 30.06.2022. The upper age limit is relaxed subject to the condition that maximum age of the applicant on the crucial date i.e. 30.06.2022 shall not exceed 56 years. Upper age limit is not applicable for the post of Manager.

#### **6. OTHER DETAILS:**

- i) The selected candidates will be placed at Head Office/ Branches on probation for a period of one year subject to extension of one more year. The bank reserves the right to terminate the services of the candidate if found not suitable at any time during the probationary period or the extended probationary period without any notice or assigning reason thereof.
- ii) Medical examination: Before appointment, the selected candidates will have to undergo initial medical examination and the decision of the medical committee will be final and binding.
- iii) Pay package will be commensurate with the qualification and experience of the candidate.
- iv) Preference will be given to the candidates having computer knowledge, good communication in English and Hindi. Candidates having JAIIB/CAIIB will be given preference in selection.
- v) The candidates would be required to submit the attested copies of the required certificates in proof of their age/date of birth, educational qualifications at the time of interview
- vi) The Bank takes no responsibility for any delay in receipt of or non-receipt of application or communication at any point of time during the recruitment exercise.
- vii) Applications once made will not be allowed to be withdrawn and the fee/service charges paid shall not be refunded under any circumstances.
- viii) In case it is found at any stage of recruitment, the candidate does not fulfill the eligibility criteria and/or he/she has furnished any incorrect/false/incomplete information or has suppressed any material fact(s), his/her candidature will be cancelled. If any of these shortcomings detected even after appointment, his/her services are liable to be terminated forthwith.
- ix) The bank decision, in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, conduct of examination and interview, selection and posting of selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.
- x) The post cover should be super scribed as "**Application for the post of .....** .

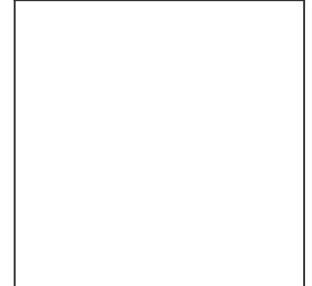
Date: 15.07.2022

CHIEF EXECUTIVE OFFICER



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**Application for the post of .....**



1. Name in CAPITALS			
2. Father's Name			
3. Date of Birth			
4. Correspondence Address			
5. Permanent Address			
6. Mobile Number(Mandatory)			
7. E-mail ID (Mandatory)			
8. Aadhaar Number (Mandatory)			
9. PAN Number (If available)			
10. Educational Qualifications			
		% of Marks	Year of Passing
	SSC		
	INTER		
	GRADUATION (Whether passed in single attempt or not) (specify the stream)		

	Post-Graduation (Specify the stream)		
	Additional Qualification, if any		
	Work Experience, if any		
11. Computer Knowledge			
12. Languages Known			
13. Examination Fee Details (UTR Reference Number)	UTR Number:		
	Name of the Bank:		
	Date of Remittance:		
<p>I, hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required.</p>			
Date:	<p style="text-align: center;">_____</p> Candidate's Signature		