The South Indian Bank Ltd., Regd. Office : Thrissur,Kerala

# RECRUITMENT OF PROBATIONARY CLERKS WITH EXPERIENCE

**The South Indian Bank Ltd., a premier Commercial Bank in India, invites applications from Indian Nationals with work experience for filling up vacancies for the post of Probationary Clerks**

**READ THIS NOTIFICATION CAREFULLY BEFORE APPLYING.**

Eligible candidates are requested to apply ONLINE through Bank's website **www.southindianbank.com**. No other means/modes of applications will be accepted. Before the registration, candidates are requested to ensure that there is a valid email id in his/her name.

**All future communications in this regard will be notified in our website including call letter for the Online Test and Personal Interview.**

## A) IMPORTANT DATES

| | |
|---|---|
| Online Application - Start Date | **05.01.2022** |
| Online Application - End Date | **11.01.2022** |
| Tentative Online Test Date | **February 2022** |

## B) PLACE OF POSTING

Kerala, Tamil Nadu & Puducherry (UT), Karnataka, Andhra Pradesh & Telangana, Maharashtra, Delhi, Gujarat, West Bengal, Uttar Pradesh, Goa, Odisha

The candidates may be posted to any of the Branches in the state which he/ she had applied for at the sole discretion of the Bank.

## C) ELIGIBILITY CRITERIA (as on 30.11.2021)

| | |
|---|---|
| Work Experience | • Minimum 2 years in Clerical Cadre in any Scheduled Commercial Bank. |
| Age | • Not more than 28 years. Candidate should be born not earlier than 01.12.1993 and not later than 30.11.2003 (both days inclusive).<br>• Upper age limit will be relaxed by 5 years in the case of SC/ST candidates. |
| Educational Qualification | • X/ SSLC, XII/ HSC & Graduation with minimum 60% marks under regular course. Graduation in Arts/ Science / Commerce/ Engineering stream |
| Other Requirements | • Candidates having permanent address in the respective state or those who have been residing in the same state continuously for the last 5 years and are proficient in local language apart from English only are eligible to apply. |



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- Candidates who are meeting the requisite eligibility criteria only will be eligible to apply.
- Candidate should have passed X, XII and Graduation under regular course (full time course) from a recognised University/ Institute recognised by the Govt. of India. **Educational qualification by mode of distance education will not be considered**.
- Graduates who have secured admission for engineering stream through lateral entry should have secured minimum 60% marks in X/SSLC, XII/HSC, Diploma/Polytechnic and Graduation.
- Candidate should indicate the percentage marks obtained calculated to nearest two decimals in the Online application. Where CGPA/ OGPA is awarded, the same should be converted into percentage and indicated in the Online Application. If called for Interview the candidate will have to produce a certificate issued by the appropriate authority inter alia stating the norms of the University regarding conversion of grade into percentage and the percentage of marks scored by the candidate in terms of these norms
- If Grade/ CGPA is awarded instead of marks, only candidates securing CGPA/ Grade equivalent to 60% or more may apply. Equivalent percentage should be mentioned at the time of application.
- The Grade Point Average (GPA) to percentage conversion criteria as detailed below may be adopted for converting the GPA/SGPA/CGPA, as the case may be, to percentage in case marks are not directly given in the mark list and no criteria is available from the institution for converting the GPA to percentage. **"Percentage= (GPA*7.1) + 11" (for the scale of 10-point)**
- Those who have scored less than 60% marks will not be eligible for applying. Rounding off to the nearest integer is not allowed. (for e.g. 59.99 % cannot be rounded off to 60 %)
- The percentage of marks shall be arrived by dividing the total marks obtained in all the subjects in all the semester(s)/ year(s) by the total maximum marks in all subjects irrespective honours/ optional/ additional optional subject, if any.

## D) PROBATION PERIOD

| | |
|---|---|
| Probation Period | • 6 Months<br>• Confirmation will be subject to satisfactory performance during probation |
| Service Agreement Period | • 3 years |

## E) COMPENSATION PACKAGE

- IBA approved pay scale of Rs. 17900 - 1000/3 – 20900 - 1230/3 – 24590 - 1490/4 – 30550 - 1730/7 – 42660 - 3270/1 – 45930 - 1990/1 – 47920
- Will be eligible for Performance Linked Incentives (PLI) and all other benefits as applicable to clerks as per the scheme in vogue.



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## F) MODE OF SELECTION

Online Test and Interview

- Initial shortlisting will be done based on the marks scored in the Online Test
- Final Selection will be based on the consolidated marks obtained for Online Test and Personal Interview.
- Mere eligibility will not vest any right on the applicant for being called for Interview.
- Bank reserves the right to make required modifications in selection process considering number of applications for the post and also decide the number of applicants to be called for Interview.
- In matters regarding eligibility and selection, Bank's decision will be final and **no further correspondence will be entertained.**

## G) HOW TO APPLY

**Detailed guidelines/ procedures for:**

**a) Application registration**
**b) Payment of fees**
**c) Document scan and upload**

**Candidates can apply online only from 05.01.2022 to 11.01.2022 and no other mode of application will be accepted.**

**IMPORTANT POINTS TO BE NOTED BEFORE REGISTRATION**

Before applying online, candidates should-

**(i) Scan their :**
- **Photograph (4.5cm × 3.5cm)**
- **Signature (with black ink)**
- **Left thumb impression (on white paper with black or blue ink)**
- **A hand written declaration (on a white paper with black ink) (text given below)**
- **Ensuring that all these scanned documents adhere to the required specifications as given in Annexure III to this Advertisement.**

**(ii) Signature in CAPITAL LETTERS will NOT be accepted.**

**(iii) The left thumb impression should be properly scanned and not smudged. (**If a candidate is not having left thumb, he/she may use his/ her right thumb for applying.)

**(iv) The text for the hand written declaration is as follows –**
***"I, _____ (Name of the candidate), 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."***

**(v) The above mentioned hand written declaration has to be in the candidate's hand writing and in English only. If it is written and uploaded by anybody else or in any other language, the application will be considered as invalid. (**In the case of Visually Impaired candidates who cannot write may get the text of declaration typed and put their left hand thumb impression below the typed declaration and upload the document as per specifications.)

**(vi) Keep the necessary details/documents ready to make** Online Payment **of the requisite application fee/ intimation charges**

**(vii) Have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. Bank may send intimation to download call letters for the Examination etc. through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID**



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**and mobile no. before applying on-line and must maintain that email account and mobile number.**

**APPLICATION FEES (NON REFUNDABLE)**

**PAYMENT OF FEES ONLINE**: **05.01.2022 to 11.01.2022**

| | |
|---|---|
| **General Category** | **Rs. 800/-** |
| **SC/ST category** | **Rs. 200/-** |

*excluding GST and other applicable charges

- Candidates meeting the stipulated norms only need to apply for the post.
- Application fee once remitted will not be refunded in any case.
- Bank Transaction charges for Online Payment of application fees/intimation charges will have to be borne by the candidate.

**a) Application Registration**

1. Candidates to visit the CURRENT OPENINGS in careers page in **Bank's** website www.southindianbank.com click on the option "CLICK HERE TO APPLY/LOGIN" which will open a new screen.
2. To register application, choose the tab "**Click here for New Registration**" and enter Name, Contact details and Email-id. A Provisional Registration Number and Password will be generated by the system and displayed on the screen. Candidate should note down the Provisional Registration Number and Password. An Email & SMS indicating the Provisional Registration number and Password will also be sent.
3. In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required. Visually Impaired candidates should fill the application form carefully and verify/ get the details verified to ensure that the same are correct prior to final submission.
4. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the COMPLETE REGISTRATION BUTTON.
5. The Name of the candidate or his /her Father/ Husband etc. should be spelt correctly in the application as it appears in the Certificates/ Mark sheets/Identity proof. Any change/alteration found may disqualify the candidature.
6. Validate your details and Save your application by clicking the 'Validate your details' and 'Save & Next' button.
7. Candidates can proceed to upload Photo & Signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature detailed under point "C".
8. Candidates can proceed to fill other details of the Application Form.
9. Click on the Preview Tab to preview and verify the entire application form before COMPLETE REGISTRATION.
10. Modify details, if required, and click on 'COMPLETE REGISTRATION' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.
11. Click on 'Payment' Tab and proceed for payment.
12. Click on 'Submit' button.



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## b) Payment of fees

1. The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
2. The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
3. After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE CHARGE
4. On successful completion of the transaction, an e-Receipt will be generated.
5. Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their Provisional Registration Number and Password and repeat the process of payment.
6. Candidates are required to take **a printout of the e-Receipt** and online Application Form containing fee details. **Please note that if the same cannot be generated, online transaction may not have been successful**.
7. For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your bank will convert to your local currency based on prevailing exchange rates.
8. To ensure the security of your data, please close the browser window once your transaction is completed.
9. **There is facility to print application form containing fee details after payment of fees.**

## c) Guidelines for scanning and Upload of Documents

Before applying online, a candidate will be required to have a scanned (digital) image of his/her photograph, signature, left thumb impression and the hand written declaration as per the specifications given below.

**Photograph Image: (4.5cm × 3.5cm)**

- Photograph must be a recent passport style colour picture.
- Make sure that the picture is in colour, taken against a white, background.
- Look straight at the camera with a relaxed face
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- If you have to use flash, ensure there's no "red-eye"
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 20kb–50 kb
- Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.



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**Signature, left thumb impression and hand-written declaration Image:**

- The applicant has to sign on white paper with Black Ink pen.
    - Dimensions 140 x 60 pixels (preferred)
    - Size of file should be between 10kb – 20kb for signature and 20kb - 50kb for left thumb impression.
    - Ensure that the size of the scanned image is not more than 20kb
- The applicant has to put his left thumb impression on a white paper with black or blue ink.
    - File type: jpg / jpeg
    - Dimensions: 240 x 240 pixels in 200 DPI (Preferred for required quality) i.e 3 cm * 3 cm (Width * Height)
    - File Size: 20 KB – 50 KB
- The applicant has to write the declaration in English clearly on a white paper with black ink.
    - File type: jpg / jpeg
    - Dimensions: 800 x 400 pixels in 200 DPI (Preferred for required quality) i.e 10 cm * 5 cm (Width * Height)
    - File Size: 50 KB – 100 KB
- The signature, left thumb impression and the hand written declaration should be of the applicant and not by any other person.
- If the Applicant's signature on the attendance sheet or Call letter, signed at the time of the examination, does not match the signature uploaded, the applicant will be disqualified.
- Signature / Hand written declaration in CAPITAL LETTERS shall NOT be accepted.

**Scanning the documents:**

- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- Set Colour to True Colour
- File Size as specified above
- Crop the image in the scanner to the edge of the photograph/signature/ left thumb impression / hand written declaration, then use the upload editor to crop the image to the final size (as specified above).
- The image file should be JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.
- Candidates using MS Windows/MSOffice can easily obtain documents in .jpeg format by using MS Paint or MSOffice Picture Manager. Scanned documents in any format can be saved in .jpg / .jpeg format by using 'Save As' option in the File menu. Size can be adjusted by using crop and then resize option.

**Procedure for Uploading the documents**

- While filling in the Online Application Form the candidate will be provided with separate links for uploading Photograph, signature, left thumb impression and hand written declaration
- Click on the respective link "Upload Photograph / signature / Upload left thumb impression / hand written declaration"



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- Browse and Select the location where the Scanned Photograph / signature / left thumb impression / hand written declaration file has been saved.
- Select the file by clicking on it
- Click the 'Open/Upload'
- If the file size and format are not as prescribed, an error message will be displayed.
- Preview of the uploaded image will help to see the quality of the image. In case of unclear / smudged, the same may be re-uploaded to the expected clarity /quality.

Your Online Application will not be registered unless you upload your Photograph, signature, left thumb impression and hand written declaration as specified.

**Note:**

(1) In case the face in the photograph or signature or left thumb impression or the hand written declaration is unclear / smudged the candidate's application may be rejected.

(2) After uploading the Photograph / signature / left thumb impression / hand written declaration in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature or left thumb impression or the hand written declaration is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature or left thumb impression or the hand written declaration, prior to submitting the form.

(3) Candidate should also ensure that photo is uploaded at the place of photo and signature at the place of signature. If photo in place of photo and signature in place of signature is not uploaded properly, candidate will not be allowed to appear for the exam.

(4) Candidate must ensure that Photo to be uploaded is of required size and the face should be clearly visible.

(5) If the photo is not uploaded at the place of Photo Admission for Examination will be rejected/denied. Candidate him/herself will be responsible for the same.

(6) Candidates should ensure that the signature uploaded is clearly visible

(7) After registering online candidates are advised to take a printout of their system generated online application forms.

## H) GENERAL CONDITIONS

1. Before filling in the online application form, the candidate must ensure that he/she fulfills all the eligibility criteria with respect to age, educational qualifications, place of domicile etc. in respect of the post for which he/she is making the application. The applicants will be called for the Online Test/ Personal Interview based on the information provided in the online application form submitted by them. If the information furnished by the candidate is found to be false at later date, the selection / appointment shall be liable for termination
2. Upper age limit will be relaxed by five years, only in the case of SC/ST candidates. Candidates belonging to SC/ST should submit attested copies of certificates from a competent authority to prove their status in this regard as and when called for.
3. Mere eligibility will not vest any right on the candidate for being called for Online Test/ Personal Interview. In matters regarding eligibility and selection, Bank's decision will be final and **no correspondence will be entertained.**
4. Canvassing in any form will be a disqualification.
5. Candidates will have to appear for Online Test & Personal Interview at their own cost.
6. Candidates willing to serve anywhere in India only need to apply.



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7. Offer for Appointment will be issued in phases for selected candidates as per Bank's requirement
8. Appointment of the selected candidates will also be subject to Medical fitness, satisfactory background verification and completion of other formalities as per the rules and regulations of the Bank from time to time.
9. Selected candidates will have to execute an agreement to the effect that they will serve the Bank for a minimum period of Three (3) years (active service) from the date of joining the Bank. In case he/she leaves the service of the Bank before the expiry of the said period, a sum of Rs. 75,000/- (Rupees Seventy Five Thousand only) will have to be paid towards expenses incurred by the Bank for recruitment, imparting training (both in house and external training including on the job training), compensation / liquidated damages on account of loss of opportunity for the Bank from deriving anticipated benefits out of the recruitment process, etc.

## I) DETAILS OF ONLINE TEST

### 1. EXAM PATTERN

| Sr. No. | Name of Tests | No. of Qs. | Max. Marks | Version | Time allotted for each test (Separately timed) |
|---|---|---|---|---|---|
| 1 | Reasoning & Computer Aptitude | 40 | 50 | Only English | 40 minutes |
| 2 | General/ Economy/ Banking Awareness | 40 | 50 | | 20 minutes |
| 3 | English Language | 40 | 50 | | 40 minutes |
| 4 | Data Analysis & Interpretation | 40 | 50 | | 40 minutes |
| | ***Total*** | **160** | **200** | | **140 minutes** |

There will be ¼ penalty for wrong answers
Tests will be made available only in English

### 2. DOWNLOAD OF CALL LETTER

Candidates will have to visit the Bank's website 'www.southindianbank.com' for downloading call letters for online test. Intimation for downloading call letter will also be sent through email/SMS. Once the candidate clicks the relevant link, he/she can access the window for call letter download. The candidate is required to use (i) Registration Number/Roll Number, (ii) Password/Date of Birth for downloading the call letter. Candidate needs to affix recent recognizable photograph on the call letter preferably the same as provided during registration and appear at the examination centre with (i) Call Letter (ii) Photo Identity Proof as stipulated in the call letter and photocopy of the same Photo Identity Proof as brought in original.

3. **CANDIDATES REPORTING LATE** i.e. after the reporting time specified on the call letter for Examination will not be permitted to take the examination. The reporting time mentioned on the call letter is prior to the Start time of the test. Though the duration of the examination is 140 Minutes, candidates may be required to be at the venue for about 4 hours including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions.



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## 4. IDENTITY VERIFICATION

In the examination hall as well as at the time of interview, the call letter along with original and a photocopy of the candidate's currently valid photo identity (bearing exactly the same name as it appears on the call letter) such as PAN Card/ Passport/ Permanent Driving Licence/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazzetted Officer on official letterhead along with photograph / Photo identity proof issued by a People's Representative on official letterhead along with photograph / valid recent Identity Card issued by a recognized College/ University/ Aadhar card/E-Aadhar Card with a photograph/ Employee ID/ Bar Council Identity Card with photograph should be submitted to the invigilator for verification. The candidate's identity will be verified with respect to his/her details on the call letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear for the Examination.

Ration Card and Learner's Driving License are **not** valid id proofs.

**Note:** Candidates have to produce in original the photo identity proof and submit photocopy of the same photo identity proof along with Examination call letter as well as the Interview Call Letter while attending the examination/ interview respectively, without which they will not be allowed to take up the examination/ interview. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should **exactly** match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof the candidate will not be allowed to appear for the examination. In case of candidates who have changed their name, will be allowed only if they produce original Gazette notification / their original marriage certificate / affidavit in original.

## 5. CENTRES

- **The examination will be conducted online in venues given in the respective call letters.**
- **No request for change of centre/venue/date/session for Examination/ Interview shall be entertained.**
- **Bank, however, reserves the right to cancel any of the Examination/ Interview Centres and/ or add some other Centres, at its discretion, depending upon the response, administrative feasibility, etc.**
- **Bank also reserves the right to allot the candidate to any centre other than the one he/she has opted for.**
- **Candidate will appear for the examination at an Examination Centre at his/her own risks and expenses and Bank will not be responsible for any injury or losses etc. of any nature.**
- **Choice of centre once exercised by the candidate will be final.**

If sufficient number of candidates does not opt for a particular centre for "Online" examination, Bank reserves the right to allot any other adjacent centre to those candidates OR if the number of candidates is more than the capacity available for online exam for a centre, Bank reserves the right to allot any other centre to the candidate.



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## Tentative Centre List for Online Test

| State/ UT/ NCR | Centre |
|---|---|
| Andhra Pradesh | Guntur, Hyderabad, Kakinada, Nellore, Rajahmundry, Tirupati, Vijaywada, Vishakhapatnam |
| Assam | Guwahati |
| Bihar | Patna |
| Chandigarh | Chandigarh - Mohali |
| Chhattisgarh | Bhilai, Bilaspur, Raipur |
| Delhi | Delhi NCR |
| Goa | Panaji |
| Gujarat | Ahmedabad, Anand, Gandhinagar, Rajkot, Surat, Vadodara |
| Himachal Pradesh | Shimla |
| Jammu & Kashmir | Jammu |
| Jharkhand | Jamshedpur, Ranchi |
| Karnataka | Bengaluru, Hubli, Mangalore, Mysore, Shimoga, Udipi |
| Kerala | Alappuzha, Kannur, Kochi, Kollam, Kottayam, Kozhikode, Malappuram, Palakkad, Thiruvananthpuram, Thrissur |
| Madhya Pradesh | Bhopal, Indore, Ujjain |
| Maharashtra | Aurangabad, Kolhapur, Mumbai/Thane/Navi Mumbai, Nagpur, Nasik, Pune |
| Meghalaya | Shillong |
| Mizoram | Aizawl |
| Odisha | Bhubaneshwar, Cuttack |
| Puducherry | Puducherry |
| Punjab | Amritsar, Jalandhar, Ludhiana |
| Rajasthan | Jaipur, Udaipur |
| Sikkim | Gangtok/ Bardag |
| Tamilnadu | Chennai, Coimbatore, Madurai, Nagercoil, Salem, Thanjavur, Thiruchirapalli, Thoothukodi, Tirunelvelli, Vellore |
| Telangana | Hyderabad, Karimnagar, Warangal |
| Tripura | Agartala |
| Uttar Pradesh | Agra, Allahabad, Kanpur, Lucknow, Meerut |
| Uttarakhand | Dehradun |
| West Bengal | Durgapur, Greater Kolkata, Howrah, Kolkata, Siliguri |



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## 6. OTHER INSTRUCTIONS

- The possibility of occurrence of some problem in the administration of the examination cannot be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify such problem, which may include movement of candidates, delay in test. Conduct of a re-exam is at the absolute discretion of test conducting body. Candidates will not have any claim for a re-test. Candidates not willing to move or not willing to participate in the delayed process of test delivery shall be summarily rejected from the process.

- Decision of Bank in all matters relating to recruitment will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the Bank in this behalf.

- If the examination is held in more than one session, the scores across various sessions will be equated to adjust for slight differences in difficulty level of different test batteries used across sessions. More than one session are required if the nodes capacity is less or some technical disruption takes place at any center or for any candidate.

- Bank would be analyzing the responses (answers) of individual candidates with those of other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted by Bank in this regard, it is inferred/ concluded that the responses have been shared and scores obtained are not genuine/ valid, Bank reserves right to cancel the candidature of the concerned candidates and the result of such candidates (disqualified) will be withheld.

- Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead of disqualification of the candidate from the selection process and he/she will not be allowed to appear in any Bank recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.

## 7. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT/ USE OF UNFAIR MEANS

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of examination, interview or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

(i) using unfair means or
(ii) impersonating or procuring impersonation by any person or
(iii) misbehaving in the examination/ interview hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or
(iv) resorting to any irregular or improper means in connection with his/ her candidature or
(v) obtaining support for his/ her candidature by unfair means, or
(vi) carrying mobile phones or similar electronic devices of communication in the examination/ interview hall, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable:
    a. to be disqualified from the examination for which he/ she is a candidate.
    b. to be debarred either permanently or for a specified period from any examination conducted by bank.
    c. for termination of service, if he/ she has already joined the Bank.



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## J) GUIDELINES FOR PERSONS WITH DISABILITIES USING A SCRIBE

The visually impaired candidates and candidates whose writing speed is adversely affected permanently for any reason can use their own scribe at their cost during the online examination, subject to limits as in (i) and (ii) below. In all such cases where a scribe is used, the following rules will apply:

- The candidate will have to arrange his/her own scribe at his/her own cost.
- The scribe arranged by the candidate should not be a candidate for the same examination. If violation of the above is detected at any stage of the process, candidature of both the candidate and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favorably entertained.
- A person acting as a scribe for one candidate cannot be a scribe for another candidate.
- The scribe may be from any academic stream. However, for Specialist Officers' posts the scribe should be from an academic stream different from that prescribed for the post.
- Both the candidate as well as scribe will have to give a suitable undertaking confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe mentioned above. Further in case it later transpires that he/she did not fulfill any laid down eligibility criteria or suppressed material facts the candidature of the applicant will stand cancelled, irrespective of the result of the online examination.
- Those candidates who use a scribe shall be eligible for compensatory time of 20 minutes for every hour of the examination or as otherwise advised.
- Scribe should not answer on his/her own. Any such behaviour observed will result in cancellation of candidature
- Only candidates registered for compensatory time will be allowed such concessions since compensatory time given to candidates shall be system based, it shall not be possible for the test conducting agency to allow such time if he / she is not registered for the same. Candidates not registered for compensatory time shall not be allowed such concessions.

(i) Guidelines for Candidates with locomotor disability and cerebral palsy

A compensatory time of twenty minutes per hour or otherwise advised shall be permitted for the candidates with locomotor disability and cerebral palsy where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment).

(ii) Guidelines for Visually Impaired candidates

- Visually Impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font and all such candidates will be eligible for compensatory time of 20 minutes for every hour or otherwise advised of examination.
- The facility of viewing the contents of the test in magnifying font will be available to Visually Impaired candidates who use the services of a Scribe for the examination

These guidelines are subject to change in terms of GOI guidelines/ clarifications, if any, from time to time.

**NOTE:**

The access to the Bank's Website could be delayed towards the closing date for submitting the Online Registration due to heavy Internet Traffic. Hence the candidates are advised to avoid last minute rush and make use of the time span available for submitting the applications online. The Bank does not assume any responsibility for the candidate not being able to submit his/her application due to non-availability of internet or any other reason beyond the control of the Bank.

**For queries please contact:**

Our Toll Free Customer Care Number **1800-425-1809/ 1800-102-9408** or mail us at **careers@sib.co.in**



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