



KOLKATA ZONE, KOLKATA.

RECRUITMENT OF SUBSTAFF – 2016.

Bank of Baroda, Zonal Office, KOLKATA ZONE, KOLKATA, BARODA TOWER, PLOT NO. 38/2, BLOCK- GN, SECTOR –V, SALT LAKE CITY, KOLKATA-700091 invites applications for vacancies for **Full-time Sweeper-cum-Peon, Peon and Driver-cum-Peon** in Subordinate cadre as indicated below :-

State	District #	Post	No. of Vacancies	SC	ST	OBC	UR*	Out of which			
								OH	VI	HI	EXS
West- Bengal	#	Sweeper- Cum-Peon	102	4	3	26	69	1	1	1	12
West Bengal	#	PEON	3	0	0	2	1	1	0	0	0
West Bengal	#	Driver-cum- Peon	4	0	0	2	2	0	0	0	0
Sikkim	#	Sweeper- cum-peon.	2	0	0	0	2	0	0	0	0

Abbreviations for reserved vacancies : SC – Scheduled Caste, ST – Scheduled Tribe, OBC – Other Backward Class, UR – Unreserved, OH – Orthopedically Handicapped, VI – Visually Impaired, HI – Hearing Impaired, EXS- Ex-Servicemen.

Districts in which vacancies exists are : In the State of West-Bengal:- Kolkata, North 24-Parganas, South 24-Parganas, Hooghly, Howrah, Nadia, Burdwan, Birbhum, Purulia, Midnapore(East), Midnapur(West), Murshidabad, Cooch-behar, North Dinajpur, Bankura, Jalpaiguri, Alipurduar, Darjeeling and In the State of Sikkim : East Sikkim District.

Finally selected candidates can be posted against any vacancy in the district/s within the administrative requirements of the Bank.

* Candidates belonging to SC/ST/OBC category can also apply for un-reserved vacancies. However, guidelines applicable to candidates belonging to Unreserved category would apply.

Reservation shall be provided as per Government guidelines.

ELIGIBILITY CRITERIA :-

Age :-

Should have completed minimum 18 years of age but should not be more than 26 years of age, as on **16th Dec. 2016** . Relaxation shall be granted in the upper age limit as per Government guidelines admissible to SC/ST/OBC/PWD/Ex-servicemen candidates and as mentioned below.

Relaxation in Upper Age Limit

Sl No	Category	Relaxation in Upper age limit
1	General (Unreserved)	NIL
2	Scheduled Castes/ Scheduled Tribes SC/ST	5 years
3	Other Backward Class (Non-creamy Layer)	3 years
4	Persons with Disability (PWD)	10 years
5	Widows, divorced women and women legally separated from their husbands who have not remarried	9 years
6	Ex-Servicemen/ Disabled Ex-servicemen	Actual period of service rendered in the defence forces + 3 years (8 years for Ex-servicemen belonging to SC/ST) subject to a maximum age limit of 50 years
7	Persons ordinarily domiciled in the state of Jammu & Kashmir	5 years

	during 1.1.1980 to 31.12.1989	
8	Persons affected by 1984 riots	5 years
9	Regular employees of the Union Carbide Factory, Bhopal retrenched from service (Applicable to Madhya Pradesh state only)	5 years

Note: (i) The relaxation in upper age limit to SC/ST/OBC candidates is allowed on cumulative basis with only one of the remaining categories for which age relaxation is permitted.
(ii) The maximum age limit specified i.e. 26 years is applicable to General Category candidates.

Contd.....P/2

EDUCATIONAL QUALIFICATION :-

- a. The Candidate should be “ A pass in Xth Standard examination or its equivalent”,
- b. The candidate should be able to read and write in local vernacular language. Knowledge of English language will be given added weightage.

APPLICATION FEES:

Application Fees/ Intimation Charges Payable (Online / Offline payment) shall be as follows:-

- Rs. 100/- for SC/ST/PWD/EXSM candidates.
- Rs. 400/- for all others,

METHOD OF PAYMENT:-

1. On Line Payment (Credit Card, Debit Card and Net Banking).

Bank Transaction charges for Online Payment of application fees/ intimation charges will have to be borne by the candidate,

2. Off Line Payment (Bank Of Baroda Challan)- On completion of the application on the online portal, it generates a pay-in –slip/Voucher/Challan for payment of fees(Bank of Baroda Challan).Only this pay-in slip should be used for depositing the fees to enable the fees to be properly credited to bank' account.Go to the nearest Branch of Bank of baroda with this pay-in-slip and deposit the required amount in the Branch using this auto generated pay-in-slip only.

On line Registration of Application Starts from 26 th November, 2016	Last date of Online Registration of application in 16 th December, 2016.
Payment of fees On line / Off- Line :	From 26/11/ 2016 to 16/12/2016.

SALARY AND ALLOWANCE :-

Rs.9560/--Rs 18545/+DA+HRA+Other Allowances as applicable.

SELECTION PROCESS :-

Selection will be only through the mode of examination (offline/ online) strictly on merit.

The structure of the examination which will be conducted offline/ online for Sweeper -Cum-Peon / Peon is as follows:.

The syllabus for the online/ offline examination for recruitment of **SWEEPER** **CUM PEON / PEON** shall be as under :-

Sr. No	Topics/ Subject	Total Marks	Minimum Qualifying Marks.	Total Time
1	KNOWLEDGE OF LOCAL LANGUAGE	30	12	2 hours
2	KNOWLEDGE OF ENGLISH LANGUAGE	10	4	
3	GENERAL AWARENESS INCLUDING BANKING.	20	8	
4	ELEMENTARY ARITHMETIC / NUMERAL ABILITY	20	8	
5	PSYCHOMETRIC TEST	20	8	
	TOTAL	100	40	

*** 5% Relaxation in marks to candidates belonging to SC/ST category, as per Govt. guidelines in vogue, will be admissible.**

As regards the Syllabus for recruitment for DRIVER-CUM-PEON in Sub-Staff cadre, it is given as under :-

Sr. No	Topics/ Subject	Total Marks	Minimum. qualifying marks	Total Time
1	KNOWLEDGE OF LOCAL LANGUAGE	20	8	2 hours
2	KNOWLEDGE OF ENGLISH LANGUAGE	10	4	
3	APTITUDE TEST **	40	16	
4	ELEMENTARY ARITHMETIC / NUMERAL ABILITY	10	4	
5	PSYCHOMETRIC TEST	20	8	
	TOTAL	100	40	

Contd.....P/3

** 5% Relaxation in marks to candidates belonging to SC/ST category, as per Govt. guidelines in vogue, will be admissible.*

** The candidate shall be tested on his knowledge commensurate with the job role- under *APTITUDE* Test. For **DRIVER-CUM-PEON**, they may be tested on their awareness about **TRAFFIC RULES**.

The above Tests except the knowledge of English language will be available bi-lingually, i.e., English and Hindi or local language.

Bank reserves the right to modify the structure of the examination which will be intimated through its website. Other detailed information regarding the examination will be given in an Information Handout, which will be sent to the candidates along with the call letter/ available for download from Bank's website.

DISCLAIMER :

Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection, process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear for any exams of the Bank in future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect. The Bank reserves the right to cancel the conduct of this recruitment process without assigning any reason.

Decision of the Bank in respect of all matters pertaining to this recruitment would be final and binding on all candidates.
