



# STATE BANK OF INDIA

**HUMAN RESOURCES DEPARTMENT, LOCAL HEAD OFFICE, AHMEDABAD**

## **ENGAGEMENT OF RETIRED OFFICERS (MMGS-II/MMGS-III/SMGS-IV) OF SBI/e-ABs OF SBI FOR THE POST OF RESOLVER AT CCRC (CIRCLE COMPLAINTS RESOLUTION CENTRE) AT LHO AHMEDABAD ON CONTRACT BASIS**

ADVERTISEMENT NO: HR/RPD/ CCRC/CONTRACT/ 2020-21 / 03  
SUBMISSION OF APPLICATION FROM 14.12.2020 TO 24.12.2020

State Bank of India, Local Head Office, Ahmedabad invites application from **Retired Officers (MMGS-II/MMGS-III/SMGS-IV) of SBI/E-Associate Banks of SBI** for engagement of Resolver at CCRC at LHO Ahmedabad on contract Basis. The eligible and interested candidates are requested to apply through hard copy.

1. Before applying, candidates are requested to ensure that they fulfill the eligibility criteria for the post as on the date of Application.
2. The applicant should have retired on superannuation on completing 60 years of age, maintaining good health & track record and should not have undergone any punishment in disciplinary action by Bank in preceding 5 years prior to his retirement. No case by CBI or other Law Enforcement Agency should be pending against the candidate at the time of application or Candidate should not have been convicted in criminal case. Officers, who have been retired under Voluntary Retirement Scheme/Compulsory Retirement Scheme/Exit option Scheme etc or terminated through disciplinary action by the Bank, are not eligible to apply.
3. The applicant's age should not be more than completed **63 years** as on **01.03.2021**.
4. The selection process consists of shortlisting and interview.
5. The period of engagement shall be for a period of two years or attainment of age of 65 years whichever is earlier subject to periodic review based on performance.
6. Candidates are required to submit all necessary documents (ID proof, age proof, educational qualification, experience, caste/EWS certificate, wherever applicable etc.) failing which their application / candidature will not be considered for short listing/ interview.
7. Candidature/ Short listing of a candidate will be provisional and will be subject to satisfactory verification of all details/ documents with the originals when a candidate reports for interview (if called). The candidate should submit self attested photocopies of these documents at the time of Interview (i) Certificate/letter given by the Employer at the time of retirement. ii) Service Certificate issued by the employer at the time of retirement. iii) Pan card iv) Aadhar Card v) Residence Proof vi) Caste/EWS/OBC Non Creamy Layer Certificate (if applicable).

### **A. DETAILS OF POST / NATURE OF ENGAGEMENT / VACANCY / SELECTION PROCESS**

| Sr | Post                                     | Nature of engagement/ Grade | Category wise |          |          |          |          | Total    |
|----|------------------------------------------|-----------------------------|---------------|----------|----------|----------|----------|----------|
|    |                                          |                             | Gen           | SC       | ST       | OBC      | EWS      |          |
| 1  | <b>Resolver at CCRC at LHO Ahmedabad</b> | Contractual                 | 4             | -        | -        | 1        | -        | 5        |
|    |                                          | <b>Total</b>                | <b>4</b>      | <b>-</b> | <b>-</b> | <b>1</b> | <b>-</b> | <b>5</b> |

Gen – General; OBC – Other Backward Classes; SC – Scheduled Caste; ST – Scheduled Tribe; EWS: Economically Weaker Sections

# - Reservation for EWS in recruitment is governed by Office Memorandum no. 36039/1/2019-Estt (Res) dated 31.01.2019 of Department of Personnel & Training, Ministry of Personnel, Public Grievance & Pensions, GOI. Disclaimer: "EWS vacancies are tentative and subject to further directives of Government of India and outcome of any litigation. The appointment is provisional and is subject to the income & Asset certificate being verified through the proper channels". Benefit of reservation under EWS category can be availed upon production of an 'Income and Asset Certificate' issued by a Competent Authority on the format prescribed by GOI.

### **B. DETAILS OF ELIGIBILITY:**

| Sr | Post                              | Eligibility Criteria                                              |
|----|-----------------------------------|-------------------------------------------------------------------|
| 1  | Resolver at CCRC at LHO Ahmedabad | Retired Officers (MMGS-II/MMGS-III/SMGS-IV) of SBI & e-ABs of SBI |

NOTE: i. The number of vacancies including reserved vacancies mentioned above are provisional and may vary according to the actual requirement of the Bank. ii. The eligibility criteria prescribed for various posts are the minimum. Candidate must possess the requisite eligibility and relevant experience. iii. Caste certificate issued by Competent Authority on format prescribed by the Government of India will have to be submitted by the SC/ ST/ OBC candidates. iv. Candidate belonging to OBC category but coming in the 'creamy layer' are not entitled to OBC reservation. v. A declaration will have to be submitted in the prescribed format by candidates seeking reservation under OBC category stating that he/she does not belong to the creamy layer and latest OBC certificate containing the 'Non-creamy layer' clause, at time of interview, should be submitted by such candidates, if called for interview. vi. PWD candidates should produce a certificate issued by a competent authority as per the GOI Guidelines.

**C. MONTHLY REMUNERATION (Monthly compensation on lumpsum basis and without prejudice to the pension):**

| S.No | Grade of the Retired Officers | Monthly Remuneration payable<br>(fixed) |
|------|-------------------------------|-----------------------------------------|
| 1    | MMGS-II                       | Rs. 25,000.00                           |
| 2    | MMGS-III                      | Rs. 30,000.00                           |
| 3    | SMGS-IV                       | Rs. 35,000.00                           |

**D. Roles:** The role requirement for the Officials posted at CCRCs as Resolvers will be of follow-up and obtaining a comprehensive resolution.

**E. Performance Monitoring & Termination of Contract:** The performance of the Resolver at CCRC at LHO Ahmedabad will be reviewed by the Bank on periodic basis and if the performance is not found satisfactory, the Bank, at its sole discretion, may cancel / terminate the contract of the engagement by giving 30 days' notice or one-month gross emoluments in lieu thereof to the Resolver at any time during the contract of service.

**F. CALL LETTER FOR INTERVIEW:** Intimation/ call letter for interview will be sent by email. **No hard copy will be sent**

**G. SELECTION PROCESS:** The selection will be based on short listing and interview. Mere fulfilling minimum qualification and experience and eligibility criteria will not vest any right in candidate for being called for interview and selection. The Shortlisting Committee constituted by the Bank will decide the shortlisting parameters and thereafter, adequate number of candidates, as decided by the Bank will be shortlisted and called for interview. The decision of the Bank to call the candidates for the interview and selection shall be final. No correspondence will be entertained in this regard.

**H. MERIT LIST:** Merit list for selection will be prepared on the basis of performance in interview only and the decision of the Bank shall be final in this regard.

**I. HOW TO APPLY:** The candidates should download the application form annexed hereto and after filling the same complete in all respects and attaching the requisite documents should send the same to the undersigned at the under mentioned address by post/courier/hand delivery. An advanced scanned copy thereto with all annexure attached may also be sent on the email id. [mgrprd.lhoahm@sbi.co.in](mailto:mgrprd.lhoahm@sbi.co.in) and [cmrpd.lhoahm@sbi.co.in](mailto:cmrpd.lhoahm@sbi.co.in). The Candidates should have their personal email id which should be kept valid and active till the declaration of result. It will help him/ her in getting call letter/ Interview advices etc. by email (if shortlisted).

**J. PLACE OF POSTING:** Selected candidate is liable to be posted anywhere in the Ahmedabad Circle at Bank's discretion.

**K.** Bank reserves the right to defer/cancel the above process at any stage without notice and without assigning any reasons.

**GENERAL INFORMATION:**

- Candidates are advised in their own interest to apply well before the closing date and not to wait till the last date.
- SBI does not assume any responsibility for the candidates not being able to submit their applications within the stipulated time-period on account of any other reason beyond the control of SBI.
- In case of selection, candidates will be required to produce proper discharge certificate from the employer, if employed elsewhere, at the time of taking up the appointment.
- The original documents regarding eligibility criteria and proof of date of birth should be produced for verification on the date of interview. Candidates will not be allowed to attend the interview if original certificate are not produced for verification on the date of interview.
- Caste Certificate issued by competent authority on the format prescribed by the Government of India will have to be submitted by the SC/ST Candidates, if called for interview.
- A declaration will have to be submitted in the prescribed format by candidates seeking reservation under OBC Category stating that he/she does not belong to the 'Creamy Layer' as on 19.08.2020. OBC Certificate containing the non creamy layer clause, issued during the period 01.04.2020 to the date of Interview should be submitted by such candidates, if called for interview.
- Appointment of Selected candidates is subject to his/her/their being declared medically fit as per the requirement of the Bank.
- Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and or an application in response thereto can be instituted only in Ahmedabad and Courts/Tribunals/Forums at Ahmedabad only shall have sole and exclusive jurisdiction to try any cause/dispute.
- If during the contractual engagement, if it comes to the notice of the Bank that candidate has concealed any material information to gain the said employment his contract is liable to immediately terminated without any notice and Bank has a right to initiate any legal action under the appropriate laws.

AHMEDABAD  
DATE: 14.12.2020

ASSISTANT GENERAL MANAGER (HR)

**APPLICATION FORMAT**

To  
The Assistant General Manager (HR),  
State Bank of India,  
Ahmedabad Local Head Office,  
Bhadra, Lal Darwaja,  
Ahmedabad -380001

Paste (not to staple)  
a recent passport  
size photograph here  
and sign across in  
full of date

Madam / Dear Sir,

**ENGAGEMENT OF RETIRED OFFICERS OF SBI / e-ABs FOR THE POST OF  
RESOLVER AT CCRC (CIRCLE COMPLAINTS RESOLUTION CENTRE) AT LHO  
AHMEDABAD ON CONTRACT BASIS**

I submit herewith my application for the post of Resolver at CCRC at LHO Ahmedabad on contract basis in State Bank of India. I have read the Role, Remuneration and Terms & Conditions relating to the post and advise that they are acceptable to me.

**1.Full Name Shri/Smt./Kum (in Block Letters, as per degree certificate):**

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**2.Father's/ Husband's Name:**

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**3. P.F. Index No. :**

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**4. Date of Birth: (DD/MM/YYYY) \***

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\* (Applicants should not have completed 63 years of age as on 01.03.2021)

**5. Joined the Bank as \_\_\_\_\_ on \_\_\_\_\_.**

**6. Date of Retirement: (DD/MM/YYYY):**

|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|
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**7. Details of Branch/Office from where retired: \_\_\_\_\_**

**8. Officer's Grade at the time of retirement: \_\_\_\_\_**

**9. Personal account details:**

Bank :

Branch :

A/c.No.

IFSC Code:

**10. Candidate's address for correspondence (IN BLOCK LETTERS):**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|-----------------------|----------|----------|----------|--|--|--|--|--|--|--|--|--|--|----------|--|--|--|--|--|--|
| <b>Phone with STD</b> |          |          |          |  |  |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |
| <b>Mobile no.</b>     | <b>+</b> | <b>9</b> | <b>1</b> |  |  |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |
| <b>E mail id</b>      |          |          |          |  |  |  |  |  |  |  |  |  |  | <b>@</b> |  |  |  |  |  |  |

**11. Category (Tick in the appropriate box)**

|           |           |            |            |            |
|-----------|-----------|------------|------------|------------|
| <b>SC</b> | <b>ST</b> | <b>OBC</b> | <b>GEN</b> | <b>EWS</b> |
|-----------|-----------|------------|------------|------------|

(Enclose relative caste certificate if applicable)

**12. Educational Qualification:** \_\_\_\_\_

**13.a. Last 3 assignments held as on date of retirement covering minimum 5 years:**

| Sl. No | Assignment | From | To | Office / Branch |
|--------|------------|------|----|-----------------|
| 1.     |            |      |    |                 |
| 2.     |            |      |    |                 |
| 3.     |            |      |    |                 |

**13. b. Area of specialization-** [Retail lending / SME Credit/ Agri Credit / High Value Advances / Forex / IT / Others (please specify)] : .....  
 .....

**14. Languages Known (Tick in the appropriate box):**

| Language | Read | Write | Speak | Understand |
|----------|------|-------|-------|------------|
|          |      |       |       |            |
|          |      |       |       |            |
|          |      |       |       |            |

**15. a. Presently Engaged: Full Time / Part Time – (Yes/ No)**

- If yes, Name of Organization :
- Place of Work :
- Details of work :
- Details of contract :
- Monthly emoluments :

**16. preferences of place to work :**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

**17. Declaration: I hereby declare that:**

- 1. I am an Indian Citizen and retired from the Bank's service on attaining superannuation at the age of 60 years and not under Voluntary Retirement Scheme or Exit Option Scheme.
- 2. No punishment/penalty was inflicted on me during last five years of my service in the Bank preceding my retirement.
- 3. No case of CBI or any other Law Enforcement Agency is pending against me.
- 4. I am physically fit to carry out duties of the Resolver at CCRC at LHO Ahmedabad including continuous travel for duties.
- 5. I further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found untrue or incorrect at any stage of my not satisfying any of the eligibility criteria according to State Bank of India, my candidature/engagement is liable to be cancelled.
- 6. Further, I will not claim any extension of contract as a right.

Place :

Signature:

Date :

Name of the Applicant:

**Enclosures:**

(self-attested photocopies to be enclosed to the application and original certificates will be verified during interview)

- 01. Certificate/letter given by the Bank at the time of retirement.
- 02. Service Certificate issued by the Bank at the time of retirement.
- 03. PAN Card.
- 04. Adhaar Card
- 05. Residence proof.
- 06. Caste certificate (if applicable only)
- 07. Appreciation letters/certificates given by the institution if any.

**CONTACT NUMBERS :** +91 79 25506800

MAIL ID : [mgrrpd.lhoahm@sbi.co.in](mailto:mgrrpd.lhoahm@sbi.co.in) [cmrpd.lhoahm@sbi.co.in](mailto:cmrpd.lhoahm@sbi.co.in)

**Address for correspondence:**

The Assistant General Manager (HR),  
State Bank of India,  
Ahmedabad Local Head Office,  
Bhadra, Lal Darwaja,  
Ahmedabad -380001

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