



ORIENTAL BANK OF COMMERCE

(A GOVERNMENT OF INDIA UNDERTAKING)

Head Office, Harsha Bhawan, E-Block,

Connaught Place, New Delhi – 110 001

Website: www.obcindia.co.in

WHERE EVERY INDIVIDUAL IS COMMITTED

ORIENTAL BANK OF COMMERCE, A LEADING LISTED PUBLIC SECTOR BANK INVITES ON-LINE APPLICATIONS FROM INDIAN CITIZENS FOR 313 POSTS OF PROBATIONARY OFFICERS:

Candidates are requested to apply on-line between **01.10.2009** and **31.10.2009** only through Bank's website **www.obcindia.co.in** No other means/mode of application will be accepted.

OPENING DATE FOR ON-LINE REGISTRATION : 01.10.2009

CLOSING DATE FOR ON-LINE REGISTRATION : 31.10.2009

(Including those from far-flung areas)

DATE OF WRITTEN EXAMINATION : 13.12.2009

1. NAME OF THE POST/VACANCIES

Post Code	Name of the post	Grade/ Scale	Scale of Pay + allowance & perquisites as applicable	Total Vacancies	Min. age 21 years Max. age as on 01.10.2009
01	Probationary Officer	JMGS-I	10000-18240 (under revision)	313	30 years

RESERVATION

	SC	ST	OBC	Gen	Total	Out of which (PC)		
						VI	HI	OC
Vacancies	46	23	84	160	313	3	3	3

Note: As the reservation for persons with disabilities is on horizontal basis, the selected candidates will be placed in the appropriate category (viz., SC, ST, OBC, General, etc.) to which they belong.

The number of posts and vacancies as above are tentative and may change as per requirement of the bank.

Abbreviations stand for: SC - Scheduled Caste, ST - Scheduled Tribe, OBC - Other Backward Classes, GEN-General, OC - Orthopaedically Challenged, VI - Visually

Impaired, B/LV – Blind/Low Vision, HI - Hearing Impaired, PC – Physically Challenged, PWD - Persons with Disability.

The definitions of VI (B/LV), HI & OC are as prescribed in “The Persons with Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Act, 1995

2. ELIGIBILITY CRITERIA

A) NATIONALITY/CITIZENSHIP

A candidate must be either (i) a citizen of India or (ii) a subject of Nepal or (iii) a subject of Bhutan or (iv) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India or (v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India, provided that a candidate belonging to categories (ii), (iii), (iv) and (v) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India. A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination/interview conducted by the Bank/IBPS but on final selection the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

B) EDUCATIONAL QUALIFICATION

Minimum 60% marks for Science graduates (55 % for SC/ST/PWD) & 55% for graduates in other streams (50% for SC/ST/PWD) in aggregate from a recognised University or any equivalent qualification recognised as such by the Government of India with the same percentages as stipulated above.

Note:

1. **Candidates with additional qualifications as MBA, CA, CFA , MCA etc. shall be preferred.**
 2. The candidate must possess the requisite educational qualification as on 01.10.2009
 3. COMPUTER LITERACY - The basic knowledge in operating computer systems in Windows mode, knowledge of MS-Word/Office, Spread Sheets like MS-Excel and Internet & Email familiarity is an essential qualification which a candidate must either possess before joining the bank services or acquire the same within a period of 6 months of joining the bank, in case the candidate is selected for appointment. For this purpose, the candidate is required to submit a certificate in support of this computer related qualification.
- C) AGE – Minimum age – 21 years & Maximum age – 30 years as on 01.10.2009 i.e. applicants should have been born between 01.10.1988 & 30.09.1979 (both days inclusive)

RELAXATION IN UPPER AGE LIMIT

- i) Scheduled Caste/Scheduled Tribe Candidates by 5 years.
- ii) In the case of ex-servicemen and commissioned officers including ECOs/SSCOs who have rendered at least 5 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within the next one year from the last date for receipt of application other than by way of dismissal or discharge on account of misconduct or inefficiency or on account of physical disability attributable to military service or on availment, by 5 years for selection through written test and interview subject to ceiling as per Government guidelines.
- iii) Other Backward Classes candidates by 3 years
- iv) All persons who have ordinarily been domiciled in Kashmir Division of J&K state during 01.01.1980 to 31.12.1989 by 5 years.
- v) Physically Challenged category candidates a) by 15 years for SC/ST, b) by 13 years for OBC & c) by 10 years for General.

Note:

- a) An Ex-serviceman who has once joined a government job on the civil side after availing of the benefits given to him as an Ex-serviceman for his re-employment, his Ex-serviceman status for the purpose of re-employment in government ceases.
- b) The relaxation in upper age limit is cumulative as per Government of India guidelines.

All persons eligible for age relaxation under (iv) above must produce the domicile certificate at the time of interview, from the District Magistrate in the Kashmir Division within whose jurisdiction he/she had ordinarily resided or any other authority designated in this regard by the Government of J&K, to the effect that the candidate had ordinarily been domiciled in the Kashmir Division of the state of J&K during 1st January 1980 to the 31st day of December 1989.

THE INTERESTED ELIGIBLE EMPLOYEES OF ORIENTAL BANK OF COMMERCE MAY ALSO APPLY THROUGH PROPER CHANNEL

3. SELECTION PROCEDURE

The selection will be made on the basis of performance in written test and interview. The details of the written test shall be communicated to the candidates in advance.

4. **WRITTEN TEST**

a) **OBJECTIVE TESTS (DURATION - 135 MINUTES)**

S. No.	Name of Test	No. of Questions	Medium of Exam
1	Test of General Awareness	50	English & Hindi
2	Test of English	50	English
3	Test of Quantitative Aptitude	50	English & Hindi
4	Test of Reasoning	75	English & Hindi
	Total	225	

Note: The candidates shall be required to qualify in each objective test as per cut-off marks determined on the basis of Group Performance in each test subject to minimum 40% marks (35% in case of SC/ST/OBC/PC candidates) in aggregate out of 200 marks of the objective test. Wrong answers given in the objective test will result in negative marks.

b) **DESCRIPTIVE TEST**

It will consist of 4 questions out of which the candidates are required to attempt 3 questions only. The test will be of 60 marks (i.e. 20 marks for each question). The minimum passing marks would be 40% for General Category candidates and 35% for SC, ST, OBC and PC candidates. Time duration for the test will be 45 minutes. However, the test will be only qualifying and the marks obtained therein shall not be reckoned for preparing the merit list. The candidates shall have the option to answer the descriptive test either in English or Hindi. Further, the descriptive paper will be evaluated to the extent of around 5 times the number of vacancies based on the merit ranking of the objective test.

Wherever written examination is held, the blind candidates and candidates whose writing speed is affected by cerebral palsy can use own scribe at their cost during the written examination. In all such cases where a scribe is used, the following rules will apply:

- i) The candidate will have to arrange his own scribe at his own cost
- ii) The academic qualification of the scribe should be one grade lower than the stipulated eligibility criteria
- iii) The scribe can be from any academic stream
- iv) The scribe should possess 60% or less marks in his own academic stream.
- v) Both the candidate as well as the scribe will have to give a suitable undertaking, confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe as mentioned above. Further, in case it later transpires that he did not fulfill any of the laid down eligibility criteria or suppressed material facts, the candidature of the applicant will stand cancelled, irrespective of the result of the written test.

- vi) Such candidates who use a scribe shall be eligible for extra time of 20 minutes for every hour of the examination.

5. **(A) WRITTEN TEST CENTRES**

The written test for Probationary Officers will be scheduled at the following centres and the address of the venue will be advised in the call letters:

Centre Code	Name of Centre	Centre Code	Name of Centre
11	Ahmedabad	17	Hyderabad
12	Bangalore	18	Jaipur
13	Bhopal	19	Kolkata
14	Chandigarh	20	Lucknow
15	Chennai	21	Mumbai
16	Delhi		

Note:

- Request for Change of Centre of Examination shall NOT be entertained.**
- Bank reserves the right to cancel any of the centres and/or add some other centres, depending upon the response, administrative feasibility, etc. The bank also reserves the right to allot the candidate to any of the centres other than the one he/she has opted for.

(B) PRE-EXAMINATION TRAINING – SC/ST/MINORITY COMMUNITIES CANDIDATES -

It is proposed to impart free Pre-Examination Training to a limited number of candidates belonging to Scheduled Caste/Scheduled Tribes/Minority Communities at Chennai, Delhi, Kolkata & Mumbai Centres at the discretion of the Bank. An eligible candidate who wishes to avail of Pre-Examination Training should fill in the relevant column in the application format. **All expenses regarding traveling, boarding, lodging etc. will be borne by the candidate for attending the pre-examination training programme at the concerned Training Centre.**

6. **APPLICATION FEE (INCLUDING POSTAGE CHARGE) (NON-REFUNDABLE)**

- (a) For SC/ST/PC candidates - **Rs. 50/- (for postage)**
- (b) For all others (including OBC) - **Rs. 400/- (350 + 50 for postage)**

Requisite Application Fee may be paid at any of the branch of the Oriental Bank of

Commerce only in Current A/c No. **00071131002409** from 01/10/2009 to

31.10.2009

7. **GENERAL INSTRUCTIONS**

- (a) The Bank is free to reject any application, at any stage of the recruitment process, if the candidate is found ineligible for the post. The decision of the Bank in any matter relating to recruitment at all the stages of the recruitment process will be final and binding upon the candidate. No correspondence or personal queries in this regard shall be entertained by the Bank.
- (b) Only candidates willing to serve anywhere in India need apply.
- (c) Any dispute arising out of this advertisement shall be subject to the sole jurisdiction of courts situated at NCT of Delhi.
- (d) **Use of calculators, mobile phones, pagers or any other instruments during the written examination is strictly prohibited.**
- (e) **Canvassing in any form will be a disqualification.**
- (f) **All candidates will have to produce, if called for interview, originals as well as attested photocopies of their educational and experience certificates as well as caste certificate, certificate of handicap or any other certificate in support of their eligibility, failing which their candidature will be cancelled.**
- (g) Candidates serving in Government/Public Sector Undertakings (including banks) must produce a 'No Objection Certificate' from their employer if called for interview, failing which their candidature may not be considered.
- (h) **Any request for change of address will not be entertained.**
- (i) In case of any dispute on account of interpretation in any version other than English, the English version shall prevail.
- (j) **Candidates will appear for the written examination at the allotted centres at their own expense and risk and the Bank will not be responsible for any injury/losses etc. of any nature.**
- (k) Appointment of selected candidates is subject to their being declared medically fit as per the requirements of the Bank. Such appointment will also be subject to the Service & Conduct Rules of the Bank.

8. **ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT**

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered, fabricated or should not suppress any material information while filling up the application form.

At the time of written examination/interview, if a candidate is (or has been) found guilty of:

- (i) using unfair means during the examination or
- (ii) impersonating or procuring impersonation by any person or
- (iii) misbehaving in the examination hall or taking away the question booklet/answer sheet from the examination hall or
- (iv) resorting to any irregular or improper means in connection with his/her candidature by selection or
- (v) obtaining support for his/her candidature by any means, 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 or recruitment conducted by Bank**

9. **THE COMPETENT AUTHORITY FOR THE ISSUE OF THE CERTIFICATE TO SC/ST/OBC/PC IS AS UNDER:**

a) **For SC/ST/OBC**

- i) District Magistrate/Additional Distt. Magistrate/Collector/ Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/ 1st Class Stipendary Magistrate/ Sub-Division Magistrate/Taluka Magistrate/Executive Magistrate/ Extra Assistant Commissioner.
- ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
- iii) Revenue Officer not below the rank of Tehsildar.
- iv) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

b) **For Physically Challenged**

Authorised certifying authority will be Medical Board duly constituted by the Central or the State Government consisting of atleast three members out of which

atleast one shall be a specialist in the particular field of disability from which the person is suffering.

10. **HOW TO APPLY**

Application fee may be paid in cash at any of the Bank's Core Banking Solution (CBS) Branches. After payment, the candidate must collect the payment receipt; the particulars thereof are to be quoted in the application and the original receipt must be produced along with the call letter at the time of the written test.

To apply, candidates should log onto our website www.obcindia.co.in
No other means/mode of application will be accepted.

The last date of registering applications on-line is 31.10.2009. Application registration on our website will be open from 01.10.2009 to 31.10.2009. GUIDELINES FOR FILLING APPLICATION ARE AS UNDER:

Candidates should have a valid email id. This will help him/her in getting call letter/ interview advices etc. by email.

Candidate must ensure that on deposit of fee, the branch issues him a receipt which should invariably mention under-noted items :

(i) Receipt No. (ii) Branch Name (iii) Branch Code No. (iv) Date of deposit and (v) Amount

The payment of fees should be made on or before 31.10.2009. This date will be same for the candidates belonging to far-flung areas.

Applications once made will not be allowed to be withdrawn and the application fee/ postage once paid shall not be refunded nor shall it be held in reserve for any other examination.

Candidates should keep a copy of the Application Printout and Payment Receipt (Receipt No.) for their record. An 'Information Handout' will be sent to the candidates alongwith the call letter for written test. Candidates serving in Government / Quasi Govt. offices, Public Sector Undertakings including Nationalised Banks and Financial Institutions will be required to submit 'No Objection Certificate' from the employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any other admissible, will not be paid. **Original payment receipt will have to be submitted with the call letter at the time of written examination.**

11. **CALL LETTERS FOR THE WRITTEN EXAMINATION**

All eligible candidates will be issued call letters by the Bank at the correspondence address given by the candidate in the application form.

An eligible candidate who does not receive the call letter by 05.12.2009 may contact the Bank's Office at the following address for respective centre indicating his/her name, address, details of payment, etc. for taking remedial action. The duplicate call letters will be issued between 10.12.2009 and 12.12.2009 at the bank's offices at respective centres:

CENTRE	CONTACT ADDRESS
Ahmedabad	The Regional Head, Oriental Bank of Commerce Regional Office, Chanakya, 4 th Floor, Near Dinesh Hall, Off Ashram Road, Ahmedabad-380009. Phone: 079-26587539, 26580180, Fax: 079-26589456
Bangalore	The Regional Head, Regional Office Oriental Bank of Commerce The Landmark, 1st Floor, No 21/15, M.G.Road, Bangalore-560001 Phone: 080-25593470,25559611, Fax: 080-25550998
Bhopal	The Regional Head, Oriental Bank of Commerce Regional Office, Pragati Bhawan, Indira Press Complex, Maharana Pratap Nagar, Zone-I, Bhopal-462011, Phone: 0755-4229162, 2765031 Fax: 0755-2553851
Chennai	The Regional Head, Oriental Bank of Commerce Regional Office, IInd Floor, Spencer Plaza, 769, Anna Salai, Chennai-600002 Phone: 044-28493344, 28497788, Fax: 044-28495566
Chandigarh	The Regional Head, Oriental Bank of Commerce Regional Office, 1 st Floor, Hotel Shivalik View, Sector 17-E, Chandigarh-160017 Phone: 0172-2705039, 2776501, Fax: 0172-2703431
Delhi	The Assistant General Manager (HRD), Oriental Bank of Commerce Head Office, Harsha Bhawan, E Block, Connaught Place New Delhi -110001 Phone: 011-23417218, 23414167 Fax-011-23416538
Hyderabad	The Regional Head, Oriental Bank of Commerce Regional Office, IInd Floor, Maharishi House, 8-2-248/A, Road No. 3, Banjara Hills, Hyderabad-500034, Phone: 040-23351233, 23351236, Fax: 040-23351191
Jaipur	The Regional Head, Oriental Bank of Commerce Regional Office, IInd Floor, Anand Bhawan, Sansar Chandra Road, Jaipur-302001. Phone: 0141-2374756, 2360962, Fax: 0141-2365315
Kolkata	The Regional Head Oriental Bank of Commerce Regional Office, D.D. II, Sector-1, Salt Lake Kolkata-700064, Phone:033-23375834, 23379554, Fax- 033-23379553
Lucknow	The Regional Head, Oriental Bank of Commerce Regional Office, 1st Floor, ELDECO Corporate Chamber, Vibhuti Khand, Gomti Nagar- Lucknow (U.P) Phone :0522-2623671,2627499
Mumbai	The Regional Head, Oriental Bank of Commerce Regional Office, Maker Towers, 'F' 14 th Floor, Cuffe Parade, Mumbai-400005 Phone: 022-22188648, 22187027, Fax: 022-22189186

General Manager (HRD)

The advertisement is also available on the website of the bank www.obcindia.co.in

WINDOW ADVERTISEMENT



ORIENTAL BANK OF COMMERCE

(A GOVERNMENT OF INDIA UNDERTAKING)

**Head Office, Human Resource Development Department,
Harsha Bhawan, E-Block, Connaught Place, New Delhi –
110 001**

WHERE EVERY INDIVIDUAL IS COMMITTED

**ONLINE APPLICATIONS INVITED FROM INDIAN CITIZENS FOR 313 POSTS
OF PROBATIONARY OFFICERS**

For details regarding eligibility criteria, educational qualifications, experience, age limit, reservations, selection procedure, application fee, etc. please refer to website **www.obcindia.co.in** or the detailed advertisement in Employment News/ Rozgar Samachar dated 26.09.2009 or subsequent issues

(The application shall be strictly online only)

Opening Date for online registration form	-	01.10.2009
Last date for on line registration	-	31.10.2009

General Manager (HRD)

