



बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक

Baroda Rajasthan Kshetriya Gramin Bank

(बैंक ऑफ बड़ौदा द्वारा प्रायोजित) (Sponsored by Bank of Baroda)

For Website Only
Date 01.02.2019

Important Notice

With reference to the Common Recruitment Process conducted by **IBPS** for **CRP RRB-VII**.

We are pleased to inform that the IBPS has provisionally allotted -14- Officer Scale III,-02-LAW Officer Scale-II,-04-IT Officer Scale-II,-112- General Banking Officers Scale-II,-225- Officer Scale-I and -256-Office Assistant(Multipurpose) from CRP-RRB VII to our Bank.

We are calling these provisionally allotted candidates for pre recruitment formalities before issuing them final appointment cum offer letter. The Pre recruitment formalities are scheduled to be held from **18.02.2019 to 21.02.2019**.

The list of provisionally allotted candidates along with their scheduled date and time of reporting for pre recruitment formalities are available on our website (www.brkqb.com). The detailed letter in this regard being mailed and post to individual candidates only on his e-mail ID and Address registered at IBPS.

All provisionally allotted candidates are requested to report on scheduled date and time at **Press Club, Opposite Baroda Rajasthan Kshetriya Gramin Bank, Head Office, Vaishali Nagar, AJMER** for final verification of following certificates/ documents with original, Bio-metric verification.

Documents to be brought at the place of reporting. (Original with Two sets of photo copy)

- Date of Birth Certificate as entered in SSC / SSLC / Matric Certificate.
- Certificates in support of educational qualifications and Hindi Language proficiency from SSC /Matric onwards, HSC or any equivalent examinations, Degree and other educational qualifications along with mark sheets for each year/semester etc.
- Computer Literacy Certificate.
- Experience Certificates, (**in prescribed format available on Bank's website**) as declared in the application form, experience certificate from the past and current employers or Offer Letters, Relieving Letters, Pay or Salary Slips clearly indicating the date of joining and date of relieving for each of the past or previous employer(s). The experience certificate or testimonials produced by the candidates should indicate the date of joining and relieving cadre, designation at the time of joining, date of promotion with designation, if any. For GBO and Scale-III Officer Work experience certificate must be issued by competent authorities of Bank/F.I. on letter head. For LAW and IT Officer, Work experience certificate must be issued by competent authorities of Relevant Field, on letter head. Experience certificates should be submit original & clearly indicating period, as per guideline.
- Caste Certificate issued by the Competent Authority in the format prescribed by Govt. of India, in case belonging to SC / ST / OBC category.
- Candidates belonging to OBC category should submit the OBC certificate specifically mentioning the 'Creamy Layer' clause. The certificate should not be more than one year old (cutoff date of OBC Certificate is date of Interview of respective candidate).
- Medical Certificate from the Medical Board at the District Level in case belonging to PC Category. (Physically Challenged Category)
- Satisfactory reports/Character Certificate from -2- references (one must be Head of the Institution last studied and the other from a Gazetted Officer) along with two copies of each.
- Discharge Certificate issued by concerned Defence Authorities in case of an Ex-Serviceman candidate.
- Photo Identity Proof for the purpose of your Identification (Preferably Aadhar Card and PAN Card).
- Copy of Valid Common Written Examination (CRP RRB-VII) Score Card /Combine Result with Allotted Bank Name issued by IBPS.
- Passport size photograph (4 Copies) Photograph should be the same as was used at the time of online Examination.



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- xiii. Print out of Registered Online Application Form submitted to IBPS.
- xiv. No objection Certificate issued by present employer, if employed.
- xv. Relieving order (**at the time of joining**) from present employer, if employed.
- xvi. Report of Referees -Individually filled by two referees as form F8 and F8-1 (available at our website under Formats related to Pre Joining Formalities).
- xvii. Formats related to Pre Joining Formalities (Available at our website www.brkqb.com)

The above referred information / documents shall be deemed to be material for the purpose of candidate's pre appointment formality. If any of the documents, information, statements and claims is found to be false or incomplete; the services of concerned candidate are liable to be terminated, at any stage of employment, as having been secured on misrepresentation of fact / information.

The formats related to pre joining formalities are placed at our website www.brkqb.com. The candidates should invariably bring all documents related to eligibility, age, educational qualification, caste certificate and four passport size photographs on reporting date.

The candidates who are already employed elsewhere have to produce the resignation acceptance letter from their existing employer **at the time of joining**.

At the time of Joining every candidate has to execute a bond on appropriate value notarized stamp agreeing to pay to the Bank a sum of **Rs. 2,00,000/- Plus GST and Rs. 1,00,000/- Plus GST as per rate applicable respectively for Officer cadre and Office Assistant(M) cadre** in the event of his/her leaving the Bank job before stipulated period.

Further if any candidate fails to submit any certificate/document on reporting date he/she will not be considered for appointment.

If any candidate declared medically unfit **at the time of joining** he/she will not be considered for appointment.

Female candidates while undergoing medical test, if pregnancy is detected they are to be found temporarily unfit by the Civil Surgeon, such candidates will be considered for appointment after delivery and on production of a fitness certificate from the Civil Surgeon. The post will be kept as vacant and unfilled till such time to avail this facility the pregnant candidate have to give a request letter in writing along with medical certificate from surgeon and obtain permission from competent authority.

Any request regarding extension of document verification date will not be entertained. All the procedure i.e. verification of documents, Biometric impression matching are mandatory. If any candidate fails to turn up on the stipulated date it will be presumed that he/she is not interested for appointment in this Bank, also no further chance will be available to them for the said process and their candidature for appointment will be treated cancelled, and No further correspondence will be entertained in this regard.

No travelling Expenses will be paid for the journey for the said purposes.

Date: 01.02.2019

Place: Ajmer

(A. K. Mishra)
General Manager

List and reporting schedule for provisionally allotted Officer Scale-III,

List and reporting schedule for provisionally allotted Officer Scale-II,

List and reporting schedule for provisionally allotted Officer Scale-I,

List and reporting schedule for provisionally allotted Office Assistant(M).

प्रधान कार्यालय : प्लॉट सं. 2343,द्वितीय तल, वैशाली नगर, अजमेर – 305 004

Head Office : Plot No. 2343, Second Floor, Vaishali Nagar, Ajmer - 305 004

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