



# STATE BANK OF INDIA

HUMAN RESOURCES DEPARTMENT  
LOCAL HEAD OFFICE, PATNA  
(Phone: 0612-2209112, 0612-2209042; E-mail: agmhrd.lhopat@sbi.co.in)

## ENGAGEMENT OF RETIRED OFFICERS OF THE SBI,e-ASSOCIATES of SBI AND OTHER PUBLIC SECTOR BANKS ON CONTRACT BASIS IN FI & MM

ADVERTISEMENT No. PHRD/LHO PAT/ 05/2020-21

1. Last date for submission of hard copy of application : 20-04-2021

2. Interview Date (Tentative): 25-04-2021

- Before applying, candidates are requested to ensure that they fulfill the eligibility criteria for the post as on the date of eligibility i.e. 31-03-2021
- Candidates are required to send the hard copy of application along with enclosures to **AGM(HR),SBI, LHO PATNA,WEST GANDHI MAIDAN,PATNA-01** ( application, ID proof, age proof, experience etc.) failing which their candidature will not be considered for short listing/ interview.
- Candidature will be subject to verification of all details/ documents with the original when a candidate reports for interview (if called).
- In case a candidate is called for interview and is found not satisfying the eligibility criteria (Age and Experience etc.) he/ she will neither be allowed to appear for the interview nor his candidature would be considered any further.
- Candidates are advised to check Bank's website <https://www.sbi.co.in> regularly for details and updates (including the list of shortlisted/ qualified candidates). **Call letter for interview, where required, will be sent by e-mail only (No hard copy will be sent).**
- Hard copy of application & other documents to be sent to above mentioned address only.**
- All revision / corrigenda will be hosted only on the Bank's above mentioned website.

### A. Details of eligibility Post /Grade/Vacancy/ Age/Selection Process/Place of Posting:

| Post Sr No. | Post   | Grade (Retired in)           | Tentative vacancy | Min as on 31.03.2021 | Max as on 30.04.2021 | Selection Procedure | Place of Posting    |
|-------------|--|------------------------------|-------------------|----------------------|----------------------|---------------------|---------------------|
| 1           | CSP Visit Officer ( FI & MM)                     | Officers Scale upto SMGS-V   | 76                | 60 years             | 63 years             | Interaction         | Across Patna Circle |
| 2           | Executive (Recovery) FI & MM                     | Officers MMGS III TO SMGS-V  | 10                | 60 years             | 63 years             |                     |                     |
| 3           | Executive (Marketing) FI & MM                    | Officers Scale upto SMGS-V   | 43                | 60 years             | 63 years             |                     |                     |
| 4           | Field Visit Officers at RACCs (R & DB and FI&MM) | Officers Scale upto MMGS-III | 50                | 60 years             | 63 years             |                     |                     |

#### NOTE:

- The retired official should have retired from the Bank's service only on attaining superannuation at the age of 60 years. The officers voluntarily retired/resigned/suspended/ who have left the Bank (other PSB) otherwise before superannuation are not eligible for consideration for appointment.
- The officer should maintain good health.
- The retired official should have sufficient work experience and overall professional competence in the relevant area.
- The number of vacancies mentioned above are provisional and may vary according to the actual requirement of the Bank.
- Bank reserves the right to cancel the recruitment process entirely at any time.
- 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.
- In cases where experience in a specific field is required, the relevant experience certificate must contain specifically that the candidate had experience in that specific field.
- Reservation policy will be implemented as per the extant policy of Govt. of India and CC Instructions.

### B. Details of Job Profile & Remuneration

| Post Sr No. | Post & Grade                                    | Brief Job Profile   | Remuneration*  |
|-------------|---|---|--|
| 1           | CSP Visit Officer ( FI & MM)                    | 1.To Inspect and monitor the activities at CSPs/BCs at regular intervals.<br>2.To Provide guidance and training to the CSPs on banking practices and improve compliance report.<br>3.Any other work which deemed fit for the role.  | upto MMGS III Fixed Pay 30,000 + Conveyance 6,000/- per month *<br>for SMGS-IV & V Fixed Pay 35,000 + Conveyance 6,000/- per month * |
| 2           | Executive (Recovery) (FI & MM)                  | 1. Coordination with district authorities for revenue recovery proceedings in agriculture lending and GSS<br>2. Conduct of at least 2 recovery cum renewal camps per week at branches in DSHs.<br>3. Follow up of Recovery suits filed in civil Courts<br>4.Intensive monitoring of top 100 accounts of RBO with Minimum recovery targets to be allotted by the RM<br>5. Achievement of AUCA recovery targets allotted by RBO<br>6. Any other work which deemed fit for the role. | upto MMGS III Fixed Pay 30,000 + Conveyance 6,000/- per month *<br>for SMGS-IV & V Fixed Pay 35,000 + Conveyance 6,000/- per month * |
| 3           | Executive (Marketing) ( FI & MM)                | 1.Market and source quality loan proposals with all requisite documents such as KYC documents, land property documents etc<br>2.Achieve product wise targets such as Agri Gold Loans,Tractors,PML, ABAL,HL, Auto loans and personal loans etc as decided by Bank.<br>3. To Support branches in renewal of overdue KCCs.<br>4. To Market CVE Products<br>5. Any other work which deemed fit for the role.  | upto MMGS III Fixed Pay 30,000 + Conveyance 6,000/- per month *<br>for SMGS-IV & V Fixed Pay 35,000 + Conveyance 6,000/- per month * |
| 4           | Field Visit Officers at RACCs (R & DB and FIMM) | 1.Periodical inspection/post sanction survey, compilation of various reports and timely submission to RACC.<br>2.Collection of loan documents, including KYC documents and other papers for processing/ Maintenance of the loan Accounts.<br>3.Follow-up visits to regularize SMA/technical NPA accounts<br>4.Reporting of early warning signal/ sensitive information which is beneficial to Bank.<br>5. Any other work which deemed fit for the role.                           | Fixed Pay 30,000 + Conveyance 6,000/- per month *  |

\* Income tax or any other applicable tax as per prevailing rates mentioned in the Income Tax rules will be deducted

### C. How to Apply:

Candidates should have valid email ID which should be kept active till the declaration of result. It will help him/her in getting call letter/ Interview advices etc. by email.

#### GUIDELINES FOR FILLING APPLICATION:

- Candidates will be required to send hard copy of application (annexure II) along with other documents to **AGM(HR),SBI, LHO PATNA,WEST GANDHI MAIDAN,PATNA-01**
- Candidates should fill the application carefully. Bank will not accept request for any change in the application data after submission.

Note: In case the face in the photograph or signature is unclear, the application will be liable for rejection.

**D. Call Letter for Interview:**

**Interview:** Intimation/call letter for interview, where required, will be sent by email. **NO HARD COPY WILL BE SENT.**

**E. Proof of Identity to be Submitted at the interview centre**

The candidates must bring one photo identity proof such as Passport/Aadhar/ PAN Card/Driving License/Voter's Card/ Bank Passbook with duly attested photograph in original as well as a self-attested Photocopy thereof. The photocopy of Identity proof should be submitted along with call letter before the interview.

**F. Action Against Candidate Found Guilty of Misconduct:**

Candidates are cautioned that they should not furnish any particulars that are false, tampered/fabricated and they should not suppress any material information.

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

- (i) impersonating or procuring impersonation by any person or (ii) misbehaving in the interview or (ii) resorting to any irregular or improper means in connection with his/her candidature for selection or (iii) obtaining support for his/her candidature by any unfair means, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, will also be liable:
- a) to be disqualified from the selection process for which he/she is a candidate
- b) to be debarred, either permanently or for a specified period, from any interview or recruitment conducted by Bank.

**G: General Information:**

i. Before applying for a post, the applicant should ensure that he/ she fulfils the eligibility and other norms mentioned above for that post as on the specified date and that the particulars furnished by him/ her are correct in all respects.

ii. IN CASE IT IS DETECTED AT ANY STAGE OF ENGAGEMENT THAT AN APPLICANT DOES NOT FULFIL THE ELIGIBILITY NORMS AND/ OR THAT HE/ SHE HAS FURNISHED ANY INCORRECT/ FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), HIS/ HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS/ ARE DETECTED EVEN AFTER ENGAGEMENT, HIS/ HER SERVICES ARE LIABLE TO BE TERMINATED.

iii. The applicant should ensure that the application is strictly in accordance with the prescribed format and is properly and completely filled.

iv. Appointment of selected candidate is provisional and subject to his/ her being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the service and conduct rules of the Bank for such post in the Bank, in force at the time of joining the Bank.

v. Candidates are advised to keep their e-mail ID alive for receiving communication viz. call letters/ Interview date advices etc.

vi. The Bank takes no responsibility for any delay in receipt or loss of any communication.

vii. Candidates are advised in their own interest to send the application well before the closing date and not to wait till the last date to avoid any delay in transit etc. SBI does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of SBI.

viii. DECISIONS OF BANK IN ALL MATTERS REGARDING ELIGIBILITY, CONDUCT OF INTERVIEW, OTHER TESTS AND SELECTION WOULD BE FINAL AND BINDING ON ALL CANDIDATES. NO REPRESENTATION OR CORRESPONDENCE WILL BE ENTERTAINED BY THE BANK IN THIS REGARD.

ix. The applicant shall be liable for civil/ criminal consequences in case the information submitted in his/ her application are found to be false at a later stage.

x. As interview without any written test is the mode of recruitment, merely satisfying the eligibility norms does not entitle a candidate to be called for interview. Bank reserves the right to call only the requisite number of candidates for the interview after preliminary screening/ short-listing with reference to candidate's qualification, suitability, experience etc.

xi. 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 Patna and courts/tribunals/forums at Patna only shall have sole and exclusive jurisdiction to try any cause/dispute.

xii. BANK RESERVES RIGHT TO CANCEL THE RECRUITMENT PROCESS ENTIRELY AT ANY STAGE.

xiii. At the time of interview, the candidate will be required to provide details regarding criminal cases(s) pending against him/her, if any. The Bank may also conduct independent verification, inter alia, including verification of police records etc. The bank reserves right to deny the appointment depending upon such disclosures and/or independent verification.

For any query, please write to : [agmphrd.lhopat@sbi.co.in](mailto:agmphrd.lhopat@sbi.co.in)

The Bank is not responsible for printing errors, if any

PATNA  
Date:20.03.2021

DGM & CDO  
(LHO PATNA)