



State Bank of India

CENTRAL RECRUITMENT AND PROMOTION DEPARTMENT, CORPORATE CENTRE, MUMBAI.

ADVERTISEMENT NO. CRPD/CRS/2013-14/09

RECRUITMENT IN THE CLERICAL CADRE POSTS OF PHARMACISTS, CONTROL ROOM OPERATORS AND ARMOURERS

1) Online registration of Application From : 08/11/2013

2) Last date for online Registration of application : 22/11/2013

3) Payment of fees - online : 08/11/2013 - 22/11/2013

4) Payment of fees - offline : 11/11/2013 - 26/11/2013

State Bank of India invites on-line applications from Indian citizens for appointment in the Clerical Cadre posts of Pharmacists, Control Room Operators and Armourers. Candidates are requested to apply on-line between 08.11.2013 and 22.11.2013 through Bank's website www.statebankofindia.com or www.sbi.co.in as per the procedure given in HOW TO APPLY below. For applying online, the candidates should have a valid e-mail ID, which should be kept alive during the currency of the project. The application fee and/or intimation charges are to be paid off-line / on-line as detailed under HOW TO APPLY.

Please note that:

- The candidates should satisfy the eligibility criteria in respect of Age, Qualification, Category (SC/ST/OBC/ PWD) and Experience as on 01.11.2013. Candidature will be subject to verification of details/documents of the candidate when they report for the personal interview
- The Process of Registration of Application is complete only when fee is deposited with the Bank through off-line/on-line mode on or before the prescribed last date for fee payment.
- Candidates applying for the posts of Armourers/ Control Room Operators should forward copy of printout of the application alongwith copies of documents showing Date of Birth, Educational Qualification, Technical Qualification, Experience, Service Certificate, Discharge Certificate etc to State Bank of India, Central Recruitment And Promotion Department, 3rd Floor, Atlanta Building, Plot No. 209, BBR, Block No.III, Nariman Point, Mumbai-400 021 to reach on or before 03-12-2013. In case of non-receipt of the copy of the printout of application & related documents by 03-12-2013, candidate will not be considered for selection.
- Vacancies including reserved vacancies are provisional and may vary according to the requirement of Bank.

1. Vacancies, Job Profile & Eligibility

i. Armourer : (Reserved for Ex-servicemen)

To be Posted in		No. of Vacancies				
Circle	State	SC	ST	OBC	Gen	Total
Ahmedabad	Gujarat	-	-	-	1	1
Bangalore	Karnataka	-	-	-	1	1
Bhopal	Madhya Pradesh	-	-	1	2	3
Bhubaneswar	Orissa	-	-	-	1	1
Chandigarh	Chandigarh	-	-	-	1	1
Kolkata	West Bengal	-	-	-	1	1
New Delhi	Delhi	-	-	1	2	3
Patna	Bihar	-	-	-	1	1
Total		-	-	2	10	12

Job Profile for Armourer	Inspection of Arms and ammunition of the branches/ offices, carrying out minor repairs maintenance of weapons, imparting training on arms and ammunitions to Bank Guards and other duties pertaining to security activities/ posts.
Age	Minimum 18 - Maximum 28/ for ex-servicemen 45 years.
Experience Rank & Character	Minimum 10 years of completed colour service in Electrical & Mechanical Engineers (EME) Corps as an Armourer, should be minimum of the rank of Hawaldar with exemplary character.
Educational Qualification	Minimum pass in class 10+2 examination or equivalent or armed forces certificate equivalent to 10+ 2.
Technical Qualification	Should have been Armourer Grade I while in the service and should be fully qualified in Armament Artificer course conducted by EME in 1st Class
Medical Category	Aye-1 or Shape-One, However, they will also be subjected to medical examination by Bank's Doctor for their medical fitness.

ii. Control Room Operators: (CROs) (Reserved for Ex-Servicemen/State Fire Service Personnel)

To be Posted in		No. of Vacancies				
Circle	State	SC	ST	OBC	Gen	Total
Ahmedabad	Gujarat	1	-	1	1	3
Bangalore	Karnataka	-	-	-	3	3
Bhopal	Madhya Pradesh	-	-	-	4	4
Bhubaneswar	Orissa	1	1	-	2	4
Guwahati	Assam	-	-	1	3	4
Hyderabad	Andhra Pradesh	-	-	1	3	4
Kolkata	West Bengal	-	-	-	1	1
Lucknow	Uttar Pradesh	1	-	-	1	2
Mumbai	Maharashtra	1	-	2	4	7
New Delhi	Delhi	-	-	1	1	2
Patna	Bihar	-	-	-	2	2
Total		4	1	6	25	36

Job Profile for Control Room Operators (CROs)	To man the control room in shift, to take suitable action in case of any emergency on receipt of information, to test & operate the communication systems and other fire, security etc. related equipments provided in the control room, to maintain logbook of activities during the course of his duties and any other job assigned by his controller(s).
Age	Minimum 18 Years and Maximum -28 years Relaxation for Ex-service men – Upper age: 48 years. Relaxation for state fire service personal: Upper age: 35 years.
Educational Qualification	Pass in Class 10+2 examination or equivalent with 60% marks or Armed Forces Special Certificate equivalent to Class 10+2 or a Graduate Degree from a recognized university.
Experience	Ex-servicemen and State Fire Department personnel with minimum 10 years service in the armed forces or State Fire Services capable of dealing with the fire prevention measures and exigencies. Ex-Servicemen should be of the rank of JCO or equivalent and of Exemplary character.
Medical Category	Selected candidates will be subjected to medical examination by Bank's Doctor for their medical fitness.

iii. Pharmacists:

To be Posted in		No. of Vacancies				
Circle	State	SC	ST	OBC	Gen	Total
Ahmedabad	Gujarat	-	-	1	2	3
Bhopal	Madhya Pradesh	-	-	-	1	1
Bhubaneswar	Orissa	-	-	-	1	1
Chandigarh	Himachal Pradesh	-	-	-	1	1
Chennai	Tamilnadu	-	-	1	2	3
Guwahati	Meghalaya	-	-	-	1	1
Guwahati	Assam	-	-	-	1	1
Hyderabad	Andhra Pradesh	-	-	-	1	1
Kolkata	West Bengal	-	-	-	2	2
Lucknow	Uttar Pradesh	1	-	-	2	3
Mumbai	Maharashtra	-	-	1	2	3
New Delhi	Delhi	-	-	-	1	1
New Delhi	Rajasthan	-	-	-	1	1
New Delhi	Uttarakhand	-	-	1	1	2
Patna	Bihar	-	-	1	3	4
Total		1	-	5	22	28

Job Profile for Pharmacists	All duties attached to Medical Clinic of the Bank as Pharmacist/Compounder, including assisting in Clerical work, whenever necessary. Should be able to give first aid treatment independently in accident cases.																											
Age	i. Minimum-18 years & Maximum-28 years ii. The upper age will be relaxed as under: (No reservation available for PWD/ EXS candidates but they are eligible for age relaxation)																											
	<table border="1"> <thead> <tr><th>Sr. No.</th><th>Category</th><th>Age Relaxation</th></tr> </thead> <tbody> <tr><td>1</td><td>Scheduled Caste/Scheduled Tribe Candidates</td><td>5 years</td></tr> <tr><td>2</td><td>Other Backward Classes Candidates</td><td>3 years</td></tr> <tr><td>3</td><td>PWD (Gen) Candidates</td><td>10 years</td></tr> <tr><td>4</td><td>PWD (SC /ST) Candidates</td><td>15 years</td></tr> <tr><td>5</td><td>PWD (OBC) Candidates</td><td>13 years</td></tr> <tr><td>6</td><td>Persons domiciled in Kashmir Division of Jammu & Kashmir State during the period from 01.01.1980 to 31.12.1989</td><td>5 years</td></tr> <tr><td>7</td><td>Ex-Servicemen/Disabled Ex-Servicemen - Actual period of service rendered in Defence services + 3 years, (8 years for Disabled Ex-Servicemen belonging to SC/ST) subject to maximum age limit of 50 years</td><td></td></tr> <tr><td>8</td><td>Widows, Divorced women and women judicially separated from their husbands & who are not remarried - 9 years (subject to maximum age limit of 35 years for General, 38 years for OBC & 40 years for SC/ST candidates)</td><td></td></tr> </tbody> </table>	Sr. No.	Category	Age Relaxation	1	Scheduled Caste/Scheduled Tribe Candidates	5 years	2	Other Backward Classes Candidates	3 years	3	PWD (Gen) Candidates	10 years	4	PWD (SC /ST) Candidates	15 years	5	PWD (OBC) Candidates	13 years	6	Persons domiciled in Kashmir Division of Jammu & Kashmir State during the period from 01.01.1980 to 31.12.1989	5 years	7	Ex-Servicemen/Disabled Ex-Servicemen - Actual period of service rendered in Defence services + 3 years, (8 years for Disabled Ex-Servicemen belonging to SC/ST) subject to maximum age limit of 50 years		8	Widows, Divorced women and women judicially separated from their husbands & who are not remarried - 9 years (subject to maximum age limit of 35 years for General, 38 years for OBC & 40 years for SC/ST candidates)	
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Educational Qualification	Pass in SSC or its equivalent examination and minimum Diploma in Pharmacy from recognized university or Board. Candidates with degree in Pharmacy will be preferred.																											
Experience	The candidate must be a registered Pharmacist under Pharmacist Act with State Pharmacy Council or similar recognized body constituted for the purpose. Minimum 1 year experience as Pharmacist or Compounder.																											

NOTE: CUMULATIVE AGE RELAXATION WILL NOT BE AVAILABLE EITHER UNDER THE ABOVE ITEMS OR IN COMBINATION WITH ANY OTHER ITEMS.

2. **Scale of Pay** : 7200-400/3-8400-500/3-9900-600/4-12300-700/7-17200-1300/1-18500-800/1-19300
3. **Emoluments** : Selected candidates will be paid emoluments as applicable to Award Staff under various Rules/Awards/Settlement in force in the Bank from time to time. At present, the total starting emoluments of a clerical cadre employee in a metropolitan city will be around Rs 14,000 per month inclusive of DA & allowances.
4. **Probation period** : Minimum period of 6 months. Before the probation period comes to an end, the performance of the newly recruited employees will be evaluated and the probation period of these employees whose performance fails to meet Bank's expectation, may be extended
5. **Selection Procedure** :
- (i) Control Room Operators and Armourers
- The selection of the candidates will be done on the basis of short listing and interview. However Bank may, at its discretion, hold written test if required.
- (ii) Pharmacists
- The selection of the candidates will be done on the basis of test and interview. Test, either in offline mode or online mode (to be decided by the Bank) will be held on 29.12.2013 at Ahmedabad, Bhopal, Bhubaneswar, Shimla, Chennai, Guwahati, Hyderabad, Kolkata, Lucknow, Mumbai, New Delhi, Patna, Shillong, Jaipur and Dehradun centres. The candidates called for test are based on the information published in the application form. Their eligibility for the post will be verified with the original documents, if called for interview after qualifying in the test. The Bank reserves the right to add, delete or allot any centre and change the date of test at its discretion.

STRUCTURE OF WRITTEN TEST FOR PHARMACISTS

(Total time allocated – 120 Minutes)

Sr. No.	Name of the Test	No. of Ques.	Max. Marks
(1)	General Awareness	25	25
(2)	General English	25	25
(3)	Quantitative Aptitude	25	25
(4)	Reasoning ability	25	25
(5)	Professional Knowledge	50	100
	Total	150	200

The passing marks in each Test as well as the aggregate passing marks will be decided by the Bank.

GENERAL INSTRUCTIONS**1. APPLICATION FEE AND / OR INTIMATION CHARGES : (Non Refundable)**

Sr. No.	Category	Total
1.	SC / ST / PWD / EXS	Rs. 50/- (Intimation Charges only)
2.	All others	Rs. 200/- (App. fees plus Intimation charges)

FEE AND /OR INTIMATION CHARGES ONCE PAID WILL NOT BE REFUNDED ON ANY ACCOUNT NOR CAN IT BE HELD IN RESERVE FOR ANY OTHER EXAMINATION OR SELECTION.**2. HOW TO APPLY:****GUIDELINES FOR FILLING ONLINE APPLICATION :**

Candidates will be required to register themselves online first through Bank's website www.statebankofindia.com or www.sbi.co.in. after which candidates are required to pay the requisite application fee through one of the following mode-

(i) Offline mode (the system will generate a cash voucher/ challan form pre-printed with the candidate's details which will be required to be presented at any State Bank of India counter with the requisite fee. On payment of the requisite fee through computer generated challan form, registration of the online application will be complete).

(ii) Online mode (the payment can be made by using debit card/ credit card/ Internet Banking).

Pre-requisites for Applying Online

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

OPTION-I : PAYMENT OF FEE (OFFLINE):

i) Candidates should first scan their photograph and signature as detailed under guidelines for scanning the photograph and signature.

ii) Candidates to visit Bank's website www.statebankofindia.com or www.sbi.co.in and open the appropriate Online Application Format, available in the 'Recruitment link'.

iii) Fill the application carefully. Once the application is filled in completely, candidate should submit the data. In the event of candidate not able to fill the data in one go, he can save the data already entered. When the data is saved, a provisional registration number and password will be generated by the system and displayed on the screen. **Candidate should note down the registration number and password.** They can re-open the saved data using registration number and password and edit the particulars, if needed. This facility will be available for three times only. Once the application is filled in completely, candidate should submit the data and take a printout of the system generated fee payment challan immediately. **No change/edit will be allowed thereafter. The registration at this stage is provisional.**

iv) **Fee Payment: Fee payment will be accepted from 2nd working day after registration and can be made within three working days at any branch of State Bank of India. System generated fee payment challan will be used for depositing fee. Once fee is paid, the registration process is completed.**

v) Candidate will receive registration confirmation by SMS/e-mail after three working days from the date of payment of fees. Please ensure to furnish correct Mobile number / email address to receive the registration confirmation.

vi) Three days after fee payment, candidates will also have a provision to reprint the submitted application containing fee details. Candidates are advised to keep a print of the application for their future reference.

OPTION-II : PAYMENT OF FEES : [ONLINE] :

I. FOLLOW STEPS i) to iii) GIVEN UNDER OPTION-I ABOVE. No fee payment challan will be generated. Fee payment will have to be made online through payment gateway available thereat.

II. After ensuring the correctness of the particulars of the application form candidates are required to pay fees through the payment gateway integrated with the application, following the instructions available on the screen. **No change/edit will be allowed thereafter**

III. The payment can be made by using debit card/ credit card/ Internet Banking by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates

IV. If the online transaction is not successfully completed, please register again and make payment online.

Note: There is also a provision to reprint the e-Receipt and Application form containing fee details, at later stage.

GUIDELINES FOR SCANNING THE PHOTOGRAPH & SIGNATURE

Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph and signature as per the specifications given in Annexure-I. Your online application will not be registered unless you upload your photo and signature as specified.

On uploading your photo and signature, as specified, your online application will be provisionally registered.

DISPATCH OF APPLICATION - Candidates applying for the posts of Armourer/ Control Room Operator should forward a copy of printout of the application alongwith copies of documents showing Date of Birth, Educational Qualification, Technical Qualification, Experience, Service Certificate, Discharge Certificate etc to our address given below to reach on or before 03-12-2013.

State Bank of India,
Central Recruitment And Promotion Department,
3rd Floor, Atlanta Building,
Plot No. 209, BBR, Block No.III,
Nariman Point, Mumbai-400 021.

Note :

- In case the face in the photograph or signature is unclear, the candidate's application may be rejected.
- Candidates are advised to take a printout of their system generated online application forms after submitting.
- In case the photograph or signature is unclear, the candidate may edit his application and re-upload his photograph or signature.
- On-line registration of application & fee payment will be available from 08.11.2013 to 22.11.2013. Last date for cash deposit will be 26.11.2013 for offline registration.
- Candidates serving in Govt./Quasi Govt. offices, Public Sector undertakings including Nationalized Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.
- In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.
- Those who are still in Defence Services but have not completed their specific period of engagement, should submit a certificate from the competent Authority that they will be completing the specific period of engagement and will be relieved from the Defence Services within one year from the last date of online registration of applications.
- Caste certificate issued by Competent Authority on format prescribed by the Government of India to be submitted by the SC/ST candidates, if called for interview.
- Candidates belonging to OBC category but coming under the 'CREAMY LAYER' are not entitled to OBC reservation. They should indicate their category as 'GEN' or 'GEN PH' as applicable.
- A declaration to be submitted in the prescribed format by candidates seeking reservation under OBC category that he/she does not belong to the creamy layer as on 01.11.2013. The OBC certificate containing the 'Non-creamy layer' clause, issued during the period 01.04.2013 to the date of interview should be submitted by such candidates, if called for interview.

3. OTHER IMPORTANT POINTS :

- Candidates should satisfy themselves about their eligibility for the post applied for.
- Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date for depositing the fee to avoid the possibility of disconnection / inability / failure to log on to the website on account of heavy load on internet or website jam.
- 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.
- Candidates are advised to keep their e-mail ID alive for receiving advices, viz. call letters/Interview advices etc.
- IN CASE IT IS DETECTED AT ANY STAGE OF RECRUITMENT THAT A CANDIDATE 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 APPOINTMENT, HIS / HER SERVICES ARE LIABLE TO BE TERMINATED.
- Appointment of selected candidates is subject to his /her being declared medically fit as per the requirement of the Bank concerned.
- DECISIONS OF BANK IN ALL MATTERS REGARDING ELIGIBILITY, SELECTION, etc. WOULD BE FINAL AND BINDING ON ALL CANDIDATES. NO REPRESENTATION OR CORRESPONDENCE WILL BE ENTERTAINED BY THE BANK IN THIS REGARD.
- 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 Mumbai and courts/tribunals/forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/dispute.

CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION

State Bank of India, CRPD, Mumbai

General Manager

Date : 05.11.2013

This advertisement is also available on Bank's Website : <http://www.statebankofindia.com> or <http://www.sbi.co.in>. The Bank is not responsible for printing errors, if any

ANNEXURE I**(i) PHOTOGRAPH IMAGE :**

- Photograph must be a recent passport size colour picture.
- The picture should be in colour, against a light-coloured, preferably white, background.
- Look straight at the camera with a relaxed face
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- If you have to use flash, ensure there's no "red-eye"
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 20kb-50 kb
- Ensure that the size of the scanned image is not more than 50KB. If the size of the file is more than 50 KB, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.

(ii) SIGNATURE IMAGE:

- The applicant has to sign on white paper with Black Ink pen.
- The signature must be signed only by the applicant and not by any other person.
- If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Attendance Sheet, the applicant will be disqualified.
- Dimensions 140 x 60 pixels (preferred)
- Size of file should be between 10kb – 20kb
- Ensure that the size of the scanned image is not more than 20KB

SCANNING THE PHOTOGRAPH & SIGNATURE :

- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- Set Color to True Color
- File Size as specified above
- Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above).
- The image file should be JPG or JPEG format. An example file name is : image01.jpg or image01.jpeg Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.

Candidates using MS Windows/MOffice can easily obtain photo and signature in .jpeg format not exceeding 50KB & 20KB respectively by using MS Paint or MOffice Picture Manager. Scanned photograph and signature in any format can be saved in .jpg format by using 'Save As' option in the File menu and size can be reduced below 50KB(photograph) & 20KB(signature) by using crop and then resize option [Please see point (i) & (ii) above for the pixel size] in the 'Image' menu. Similar options are available in other photo editor also.

If the file size and format are not as prescribed, an error message will be displayed.

While filling in the Online Application Form the candidate will be provided with a link to upload his photograph and signature.

Procedure for Uploading the Photograph and Signature

- There will be two separate links for uploading Photograph and Signature
- Click on the respective link "Upload Photograph / Signature"
- Browse & Select the location where the Scanned Photo / Signature file has been saved.
- Select the file by clicking on it.
- Click the 'Upload' button.