

**RECRUITMENT PROCESS 2018-19 FOR THE POST OF CLERKS
APPLICATION CUM PERSONAL DATA FORM**



Reg. Number

Roll Number

Date of Interview - -

Venue of Interview

Federal bank Employee? Yes No If yes PF No:

(For Office use only)

PERSONAL DATA (To be filled up completely by the candidate in his/her own handwriting)

1	Name of the Candidate (in Block Letters, as appearing in the matriculation or equivalent certificate)					
2	Sex (<input checked="" type="checkbox"/> the appropriate box)	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Please affix your recent passport size color photograph (without dark glasses) and sign across		
3	Date of Birth in DD/MM/YYYY (as per matriculation / equivalent certificate)	<input type="text" value="d"/> <input type="text" value="d"/> - <input type="text" value="m"/> <input type="text" value="m"/> - <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/>				
4	Age (as on 01.07.2018) years months			
5	Phone with STD Code: Mobile: E-mail ID registered with us: Alternate Email ID:					
6	Address for Correspondence (in Block letters) with PIN code	7	Permanent Address (in Block letters) with PIN code			
8	Place of Domicile with District & State			9	Nationality	
10	Religion & Caste					
11	Do you belong to Scheduled Caste/ Tribe (furnish Yes or No)	If yes, name of the Caste/ Tribe (Attach self attested copy of the certificate)				
12	Academic Qualifications: - Attach self attested copies of mark lists / certificates etc. Percentages of marks are not allowed to be rounded off to arrive at the minimum percentage of marks stipulated. (For example : A candidate who secured only 59.99% of marks will not be permitted to appear for the interview in case the minimum stipulated percentage is 60)					
	Particulars	Name of the School / College & University / Board	Name of the Course (eg: BA, B Sc, B.Com, MA, MBA, etc)	Main Subjects / Streams	Date, Month & Year of passing (as per copy of the mark sheet / certificate attached)	% of marks
	Standard X					
	Standard XII					

Roll Number:

Signature of the candidate:

Graduation					
Post Graduation					
Other Qualifications					

13 Particulars of Post Qualification work experience (If applicable)

Name of employer & nature of duties performed	Designation	Period of service		Length of service in months	Last drawn monthly salary	Reason for leaving service
		From (dd/mm/yy)	To (dd/mm/yy)			

14 What are your extracurricular activities?

15 Have you received any prize/distinction or scholarship? If yes, give details.

16 Have you ever been discharged from a position (Yes or No)

17 Languages known (underline mother tongue)

Read

Write

Speak

18 Have you had any major illness, operation or accident? If yes, give details.

19 Do you have any physical disability? If yes, details?

20 Details of period during which candidate was neither employed nor studying

21 Blood group

Roll Number:

Signature of the candidate:

22	Have you or any of your close relatives, ever been convicted of an offence? If yes, state details				
23	Father's / Guardian's name				
24	Occupation of your Father / Guardian				
25	Annual Income of your Father / Guardian				
26	If married , furnish details	Name of spouse	Employment details	Annual Income	Number of children
27	How many brothers and sisters do you have?	Brothers		Sisters	
28	Are your brothers or sisters employed? If yes, state their age and present employment?				
29	Whether any of your family members are suffering from any major illness? If yes, give details				
30	Do you have any relative in the service of Federal Bank? If yes, 1. Name of the Employee 2. Designation 3. Branch / Office now working 4. Period of service 5. Relationship				
31	Are you related to any Directors of Federal Bank? If yes, 1. Name of the Director 2. Relationship				
32	Have you applied earlier for any position in Federal Bank? If yes, give details.				

Roll Number:

Signature of the candidate:

33	<p>Why do you consider yourself suitable for Banking Job? Please emphasize on your notable achievements in the past and also a brief description of your career since leaving college.</p>
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Name and full address of three reputed persons (referees) who are not your relatives and who know you well			
Sl No	Name	Full communication address	Contact no and e-mail ID
(i)			
(ii)			
(iii)			

Note - Candidates selected for the post of Clerks shall be posted in any of the Branches/Offices of the Bank depending upon the administrative requirements of the Bank.

Roll Number:

Signature of the candidate:

Eligibility Criteria for Recruitment Process 2018 -19 for the post of Clerks

- Candidates shall not exceed 24 years as on 01.07.2018 (candidates should be born on or after 01.07.1994).
- The place of domicile of the candidates should be in any of the States of Haryana, Karnataka, Kerala, Maharashtra, New Delhi, Punjab or Tamil Nadu.
- Candidates should be a Graduate or Post-Graduate with minimum 60% marks in any discipline from a recognized University or any other Institutions established by an Act of Parliament or declared to be deemed as a University under Section 3 of UGC Act, 1956.
- Candidates with highest qualification as Graduation should have completed their Graduation during the academic years 2016-17 or 2017-18 (passing out year should be 2017 or 2018).
- Candidates with highest qualification as Post-Graduation should have completed their Post-Graduation during the academic years 2016-17 or 2017-18 (passing out year should be 2017 or 2018).
- Candidates should have completed their academics (from 10th onwards) in regular mode of study.
- Candidates should have a consistent academic record of minimum 60% marks from class 10th onwards (Graduates- 60% for 10th, 12th & Graduation) & (Post Graduates - 60 % for 10th, 12th, Graduation & Post–Graduation).

In the case of candidates whose final results of qualifying examination is yet to be published by the University, they should

- i. Have cleared all the papers of previous year / semesters of qualifying examination and secured minimum marks of 60% as on 27.08.2018 and all papers pertaining to the subsequent semester(s)/ years should be cleared invariably in the first chance itself with an aggregate of 60% marks in the qualifying examination.
- ii. Submit their final certificates / results at the time of joining or as demanded by the Bank.

Note:

- Graduation course must entail a minimum of 3 years of education after completing higher secondary schooling (10+2).
- Post-Graduation course must entail a minimum of 2 years of education after completing Graduation.
- The percentage of marks obtained by the candidate would be based on the practice followed by the University / Institution from where the candidate has obtained the Graduation / Post Graduation. In case of the candidates being awarded grades / CGPA instead of marks, percentage would be based on the equivalence certified by the University / Institution from where they have obtained the degree.
- Year wise / semester wise mark sheet for each year / semester in respect of the qualifying examinations from the concerned University should be made available.
- Minimum percentage of marks prescribed for the qualifying examinations is not allowed to be rounded off. (For example: a candidate who secured only 59.99% of marks will not be permitted to appear for the process as the minimum stipulated percentage is 60%).
- Year wise / semester wise mark sheet for each year / semester in respect of the qualifying examination from the concerned University should be available. ***Since the reverse side of the mark sheet contains the instructions, photocopies of both sides of the mark sheets is necessary.***

DECLARATION BY CANDIDATE

I,, hereby declare that I have gone through the eligibility criteria and other norms stipulated by the Bank, for the post of Clerks, and agree to abide by the said stipulations. I also certify that the particulars furnished above are true to the best of my knowledge and belief.

I understand that if at any stage, I am not found eligible or the declaration / details represented in the application submitted herein is found to be false / misrepresented / incorrect, my candidature / empanelment / appointment is liable to be cancelled at any stage, without notice and compensation.

Place:

Signature of the candidate:

Date:

Name of the candidate:

Roll Number:

Signature of the candidate:

FOR OFFICE USE ONLY (Documents to be verified at the time of interview)

(Documents proving academic qualifications, date of birth, valid proof of identity etc are to be verified in original to ascertain the eligibility criteria as reproduced in this application and self attested copies of the same have to be countersigned by the authorized signatory).

SI No	Details	Particulars	Certificate / Document verified										
1	Reg. Number												
2	Roll Number												
3	a	Date of Birth (dd/mm/yyyy) <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>d</td><td>d</td><td>-</td><td>m</td><td>m</td><td>-</td><td>y</td><td>y</td><td>y</td><td>y</td></tr></table>	d	d	-	m	m	-	y	y	y	y	
	d	d	-	m	m	-	y	y	y	y			
b	Age as on 01.07.2018 (should be born or after 01.07.1994) years months											
4	a	Name of the qualifying exam											
	b	% of marks & date in the passing certificate / mark sheet of qualifying examination											
5	Qualifying examinations passing out year	2017 / 2018											
6	Domicile of the Candidate (District & State)												
7	Candidate completed his/her academics (from 10 th onwards) in regular mode of study.	Yes / No											
NB: 60% marks for 10th onwards (10th, 12th, Graduation & Post Graduation (if applicable)) is mandatory.													
8	Valid proof of identity (PAN card / Passport / Aadhar Card / Voters ID Card / Driving License or any other valid proof of identification with a photograph)												
9	Valid proof of address (Aadhar Card / Voters ID Card / Driving License / Ration Card / or any other valid proof of address)												
10	Reasons for obtaining declaration (if any)												
11	Remarks / Discrepancies observed, if any (to be filled in by the Official in RED INK)												

Place:

Date:

Name, Signature and Stamp of Bank's authorized signatory