

### Recruitment Process for Specialist Officers (IT Officer in Scale I & Credit Officers in Scale I / II)

Federal Bank, one of India's leading private sector banks invites applications for the position of IT Officers in Scale I and Credit Officers in Scale I / II in specialist cadre.

Eligible candidates are advised to apply online between 12.07.2016 and 22.07.2016 (both days inclusive) only through the Bank's website [www.federalbank.co.in](http://www.federalbank.co.in), after carefully going through the instructions contained in this advertisement. **No other means/mode of application will be accepted.**

#### Important Dates

Opening Date of Online Registration Gateway	12.07.2016
Closing Date of Online Registration Gateway	22.07.2016

#### Probation Period

Selected candidates will be on probation for a continuous period of 1 year.

#### Eligibility Criteria

##### A. IT Officer in Scale I

##### i. Age (As on 01.07.2016)

Candidates shall not exceed 28 years of age as on 01.07.2016.

##### ii. Nationality

The candidate shall be a citizen of India.

##### iii. Minimum Educational Qualifications

- Should have passed BE / B.Tech / M.Tech / MCA / M.Sc in Computer Science / Information Technology / Electronics & Communication with minimum 60% marks from a recognized university/ Institution.
- Candidates should have acquired the educational qualification through regular campus based study and not through private study/ correspondence/ distance learning program. ***The initial posting will be in Head Office / Aluva.***
- Non-attainment of minimum marks will disqualify the candidate from the final selection.

#### **iv. Post Qualification Work Experience**

a. Candidates should have minimum 2 years experience in Software development as on 01.07.2016.

- Knowledge of web related technologies in Java, J2EE, VB, VB Net, development in mobile technologies and responsive UI, exposure in RDBMS (Oracle/ DB2/ SQL Server) is desirable.
- Knowledge of Linux / Unix operating systems, software test methodologies/ tools, security measures/ security implementation experience would be an added advantage.

**OR**

b. Candidates should have minimum 2 years experience in Network Administration as on 01.07.2016.

- Knowledge in Network technologies, ability to setup and trouble shoot LAN, WAN. Certification such as MCSE, MCITP

#### **B. Credit Officers in Scale I / II**

##### **i. Age (As on 01.07.2016)**

Candidates shall not exceed 32 years of age as on 01.07.2016

##### **ii. Nationality**

The candidate shall be a citizen of India.

##### **iii. Place of domicile**

The candidate shall be domiciled in any state in India, except for the state of Kerala.

#### **iv. Minimum Educational Qualifications**

- Graduation in any discipline with minimum 60% marks, from any of the universities incorporated by an act of the central or state legislature in India or other educational institutions established by an act of Parliament or declared to be deemed as an University under section 3 of UGC Act, 1956, or possess an equivalent qualification recognized by the Ministry of HRD, Government of India or approved by AICTE.
- Professional qualifications such as CA, ICWA, CFA, MBA (Finance), Agricultural related disciplines would be an added advantage.
- Non-attainment of minimum marks will disqualify the candidate from the final selection.

#### **v. Post Qualification Work Experience**

- Minimum 3 year experience in Officer cadre as on 01.07.2016, in credit processing related assignments / credit roles in Credit Processing Offices / Large Branches / Head Offices / Regional Offices / Zonal Offices of any scheduled commercial banks.
- Experience in SME / Corporate lending, Export finance & Bill discounting, Real Estate financing, Agricultural lending, Retail lending, Credit administration is considered desirable.
- Candidates should also have adequate knowledge in Analysis & interpretation of financial statements, cash budget etc, Regulatory guidelines, compliance, industry trends, market developments & legal matters, FEMA, ECGC guidelines, Company law, various subsidy schemes, working capital cycle, operating cash flows, cash flow discounting techniques, good knowledge in accounting, various accounting standards, convergence of Indian standards with IFRS, etc to independently process / underwrite credit proposals.

## **Scale of Pay**

Scale I 23700 - 980/7 - 30560 - 1145/2 - 32850 - 1310/7 - 42020

Scale II 31705 - 1145/1 - 32850 - 1310/10 - 45950

Basic Pay of selected candidates will be fixed in the appropriate stage in the selected scale as above depending on qualification, exposure and experience the candidate possess.

DA, HRA, CCA will be paid as per rules of the Bank in force from time to time depending upon the place of posting. Medical Aid, Hospitalization Scheme, Leave Fare Concession, retirement benefits and other perquisites will be admissible as per Bank's rules.

The present annual Cost to Company (CTC) of a Scale I Officer posted in Cochin is ₹7.35 Lakhs (approx) and the monthly take home pay comes to around ₹39,000 (approx), and that of a Scale II Officer posted in Cochin comes to around ₹9.23 Lakhs (approx) and the monthly take home pay comes to around ₹52,000 (approx)

## **Mode of Selection**

Selection will be based on Online Aptitude Test, Group Discussion and Personal Interview or any other mode of selection to be decided by the Bank. The process will be conducted in various centers depending upon the number of candidates. The Bank reserves the right to allot the candidate any of the centers other than the one opted for by him, to advance/ postpone / reschedule the interview dates and/ or to add or delete or modify/ change the centre and venues and/ or cancel the selection process on account of technical or administrative exigencies or any other reason.

Candidates will be administered through an online aptitude test based on the post / work profile applied for. Only the short-listed candidates will be called for the final round of selection process. The short-listing of candidates for the final round of selection process will be made on the basis of the candidate's performance in the Online Aptitude Test. The Bank reserves the right to call only the requisite number of candidates for the selection process after short-listing as aforesaid.

The intimation for the purpose of selection process will be sent to the short-listed candidates only through e-mail at the e-mail address given by them in the on line application. Kindly note that no other mode of communication pertaining to the selection process other than mentioned above will be followed.

## **Tentative venues for online assessment process**

The tentative list of centers for the conduct of the Online Aptitude Test is furnished below:

- Bangalore
- Cochin
- Chennai
- Mumbai
- New Delhi

## Online Aptitude Test pattern

The online aptitude test pattern for the recruitment process shall assess basically the ability of a candidate in **Software Development** or **Network Administration** in the case of candidates who had applied for IT Officer in Scale I, and their expertise in **Credit Portfolio** in case of candidates who applied for Credit Officer in Scale I / II, based on the post applied for by them, at the time of submission of online application & separate test patterns will be used for assessment.

The test patterns may preferably include technical / subject based MCQs, Quantitative Aptitude, Logical Reasoning, Technical Simulator / Code Snippets / Case-based questions in the case of IT Officer & subject based assessment for candidates applied for the post of Credit Officer.

The qualifying criteria will be decided by the Bank as per its selection / recruitment policy.

## Application Fee Details (Non Refundable)

Category	Application Fees
SC/ST	₹250
General/ Others	₹500

- (i) Application fees can only be paid online through the payment gateway, using a Master / Visa Debit or Credit card, Net Banking. On successful completion of the transaction through the payment gateway, the online application form will be generated with the payment details.
- (ii) The payment towards recruitment application fees can be made from 12.07.2016 onwards, but before the close of business hours on 22.07.2016, i.e. the date of closure of online registration gateway.

## How to Apply

Eligible candidates have to apply online through the Bank's website only. No other means/mode of application is acceptable. The application format should be filled in English only. Before registering their applications on the website, candidates should note/possess the following:

- (i) To keep the particulars of educational qualifications and other personal details ready before applying as these details are required to fill in the online application form.
- (ii) To keep scanned copies of their latest passport size photograph and signature ready for uploading while submitting the online application. Candidates shall comply with the specifications cited in the online application, with regard to the pixel resolution and size of the scanned images used.
- (iii) Candidate must possess his/ her personal e-mail ID which should be valid for the entire duration of this recruitment process.
- (iv) To submit applications online, log on to our Bank's website [www.federalbank.co.in](http://www.federalbank.co.in), follow the link 'Careers', and click "View Notification" given under the **Recruitment of IT Officers in Scale I / Credit Officers in Scale I & II** segment provided in the careers page. After reading the instructions detailed in the recruitment notification carefully, click "Apply Online", to proceed to the online application. Fill up all the

details required in the application and click “**Submit**” available at the bottom of the online application and your online application will be registered. **Candidates shall take a print-out of the Online Application form** which is to be submitted at the time of online assessment test.

### **General Instructions**

- (i) Before filling in the online application form, the candidate must ensure that he/ she fulfills all the eligibility criteria with respect to age, educational qualifications etc. and that the particulars furnished in the application form are correct in all respects. In case it is detected at any stage that a candidate does not fulfill any of the eligibility criteria, and / or that he / she has furnished any incorrect information or has suppressed any material fact(s), his / her candidature will stand cancelled. If any of these shortcomings is/are detected even after the appointment, his/her services are liable to be terminated.
- (ii) Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced at the time of group discussion, interview, selection etc. and any other matter relating to recruitment will be final and binding on the candidates. No correspondence or personal enquiries shall be entertained by the Bank in this regard.
- (iii) The Bank reserves the right to raise the minimum eligibility standard, etc., in order to restrict the number of candidates to be called for GD & Interview commensurate with the number of vacancies.
- (iv) Eligible candidates have to appear for the selection process/ interview at their own expense at the venue and date notified by the Bank.
- (v) Valid proof of identity such as Aadhar Card / PAN card / Passport / Voter I D Card / Driving License / Permanent Identity card issued by the present employer or any other valid proof of identification with a photograph should be produced at the time of selection process/ interview to be conducted by the Bank.
- (vi) Candidates are advised not to change their appearance till the recruitment process is complete.
- (vii) Request for change of address / change of centre for selection process/ interview shall not be entertained.
- (viii) The Bank has the right to reject any application/ candidature at any stage without assigning any reason and the decision of the Bank shall be final.
- (ix) Appointments of selected candidates will be subject to his / her being declared medically fit by the Bank Medical Officer, satisfactory report about his / her character and antecedents by the Police Authorities, satisfactory references from respectable referees, verification of caste / tribe certificate (for reserved category candidates only) and completion of all other pre recruitment formalities to the complete satisfaction of the Bank. Further, such appointment shall also be subject to Service and Conduct Rules of the Bank.

- (x) The Bank takes no responsibility for any delay in submission of online applications or communication. Candidates in their own interest are advised to submit on line applications well before the last date.
- (xi) The access to the Bank's website could be delayed towards the closing date for submitting the online registration due to heavy internet traffic. So the candidates are advised to avoid last minute rush and make use of the time span available for submitting the applications online. Candidates in their own interest are advised to submit online applications well before the last date.
- (xii) For any clarifications candidates may contact at *careers@federalbank.co.in*
- (xiii) **Canvassing in any form will be a disqualification.**