

RESERVE BANK OF INDIA, CHENNAI
Advertisement No. 1/ 2011-12

Recruitment of Security Guards

Applications are hereby invited from Indian Citizens who fulfill the eligibility criteria regarding age, qualification, reservation (where applicable) and zone of recruitment etc. as specified below for enlistment to the posts of Security Guard in Class IV cadre in Chennai Office. The number of posts and eligibility criteria are as given hereunder:-

1. Zone of Recruitment : State of Tamilnadu & Union Territory of Puducherry

2. Post and Eligibility : Security Guard

Approx. No. of vacancies	General	Reserved vacancies including backlog			Educational Qualification	
		SC	ST	OBC	Minimum	Maximum
12	8	-	-	4	Xth Std. pass	Under graduation

- Note :**
- 1. Graduates/Diploma/Degree holders need not apply**
 - 2. Ex-Servicemen with proper military background and experience in handling arms and ammunition in the military only need apply.**

3. Job Requirements :

Selected candidates would be required to guard Bank's property (residential/offices) and other watch and ward duties at Chennai Office.

4. Scale of Pay and Emoluments

The above post carry a starting pay of Rs.6350/- per mensem, in the Scale of Rs.6350-220-7230-260-8010-300-8910-400-9710-500-11710-680-13750. Total emoluments at the current rate inclusive of Dearness and Other Allowances will be approximately Rs. 12,500/- per month. Employees appointed in the Bank on or after January 01, 2012 will be governed by the defined contribution 'New Pension Scheme'.

5. Age :

The lower and upper age limit for the posts is 18 and 25 years as on **31.12.2011** i.e. candidate born before **31.12.1986** and on or after **1.01.1994** are not eligible. However, the upper age limit will be relaxed for : -

- SC and ST candidates by 5 years, OBC candidates by 3 years, subject to production of certificate issued by the Competent Authority in the format as prescribed by the Government of India, at the interview stage, if called for interview.
- Ex-Servicemen to the extent of period of service rendered by them in the Armed Forces plus an additional period of three years, subject to a maximum

- age limit of 45 years and also the production of discharge certificate at the interview stage, if called for interview.
- iii) Displaced persons from Jammu & Kashmir between 1.1.1980 and 31.12.1989, by 5 years, subject to production of certificate from the concerned District Magistrate or any other Authority designated by the Government of Jammu & Kashmir.
 - iv) Ex-employees of Banking Institutions/Government Offices who were retrenched after at least one year's service and who are applying through Employment Exchange, by 6 years, subject to production of certificate from concerned Establishment.

NOTE: Except for candidates belonging to the category (iv) above, the relaxation in upper age limit will be cumulative, if the candidate belongs to more than one category.

6. Notes on eligibility criteria:

- i) Candidates fulfilling eligibility criteria regarding educational qualification, age, etc. only need apply.
- ii) Mere fulfilling of eligibility criteria does not entitle candidates to be called for interview. The Bank reserves the right to raise the minimum eligibility standards etc. in order to restrict the number of candidates to be called for interview commensurate with the number of vacancies. The decision of the Bank in this regard, will be final.
- iii) Candidates must have acquired educational qualifications from educational institutions recognized by the State Government located in the State of **Tamil Nadu** and **Union Territory of Puducherry** which comprise the recruitment zone of CHENNAI Office.
- iv) Date of Birth as recorded in the school leaving certificate/transfer certificate will only be accepted as the proof of age.

7. Selection Process :

Subject to the eligibility criteria and conditions laid down in (5) above, selection will be made through interview of eligible candidates. Candidates selected for recruitment will be placed on **Wait List** to be prepared for the post of Security Guard for being appointed, subject to vacancies and reservation requirements.

8. How to apply

Candidates must apply in the prescribed format of application published herewith. Application in any other format will be rejected.

- i) The format of the Application Form published herewith should not itself be used as Application. Foolscap sheet (33 cm X 21 cm.) should be used for the Application. Application may be preferably typewritten or neatly handwritten in English (Block Capital)/Hindi.

- ii) **No document/s, original or copies, should be submitted along with the Application.**
- iii) Cover containing application must be superscribed “**Application for the post of Security Guard**”.
- iv) Applications must be sent by **ordinary post** only, or maybe deposited in the box kept at the entrance to the Reserve Bank’s Main Office Building on any day, between 10.30 am and 4.30 pm. on Week Days and between 10.30 am and 1.00 pm. on Saturdays, except Sundays and holidays. All applications should be addressed to “Regional Director for Tamil Nadu & Puducherry, Reserve Bank of India, 16, Rajaji Salai, Chennai”.

No Application will be received in person or any acknowledgement given thereto.

9. Ineligibility

Before applying for the post, the candidates should ensure that they satisfy the eligibility norms in all respects as mentioned in the advertisement as on the date specified. Applications incomplete in any respect and / or received late shall be rejected. Bank’s decision in this regard shall be final. The Bank reserves the right to reject any application/candidature at any stage of the recruitment process.

10. Closing date

Applications complete in all respects must reach the Bank’s office on the aforesaid address, latest by **February 10 , 2012**

11. Warning

- i) No correspondence will be entered into with candidates not found eligible/not considered for interviews.
- ii) Canvassing in any form will be a disqualification. Any attempt on the part of a candidate to obtain support for his candidature by any means such as submitting fabricated documents, making statements which are incorrect/false, suppressing material information, resorting to irregular or improper means in connection with his candidature using unfair means etc. shall be disqualifying factor. If any unscrupulous person pretends to provide assistance by resorting to unfair means, a complaint maybe lodged with any of the following : -
 - a) Complaint Redressal Cell, Reserve Bank of India, Fort Glacis, Chennai-600 001.
 - b) Central Vigilance Commission, Satarkata Bhavan, Block `A`, G.P.O.Complex, I.N.A., New Delhi – 110 023.
