



Andhra Pradesh Grameena Vikas Bank  
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Andhra Pradesh Grameena Vikas Bank invites applications from Indian citizens, for the post of Officer in Middle Management Grade (Scale III), Officer in Middle Management Grade (Scale II), Officer in Junior Management (Scale I) Cadre and Office Assistant (Multipurpose) from Indian citizens who have been declared qualified at the Online CWE for RRBs conducted by IBPS during September/ October 2014.

Opening date for Online Registration	20.01.2015
Last Date for Online Registration	04.02.2015

**A. DETAILS OF VACANCIES:**

Sr. No	Post	SC	ST	OB C	Gene-ral	TOTAL	Out of Which			
							PWD (Out of Which)			EX S
							VI	HI	OC	
1	Officer Scale-III	2	0	4	6	12	-	-	-	-
2	Officer Scale-II (General Banking Officer)	9	4	8	12	33	1	-	-	-
3	Officer Scale-II (CA)	1	-	1	2	4	-	-	-	-
4	Officer Scale-II (Law)	-	-	-	1	1	-	-	-	-
5	Officer Scale-II (Treasury Manager)	-	-	-	1	1	-	-	-	-
6	Officer Scale-II (Agricultural Officer)	2	1	5	9	17	-	-	1	-
7	Officer Scale-II (IT)	1	-	-	1	2	-	-	-	-
8	Officer Scale-I	34	20	62	113	229	3	0	4	0
9	Office Assistant (Multipurpose)	72	27	64	85	248	2	2	2	25*

\* Exs = 17; D. Exs = 8

**NOTE :** The number of vacancies as also the number of reserved vacancies are provisional and may vary according to the actual requirement of the Bank.

**Abbreviations stand for :**

<b>SC</b>	Scheduled Caste	<b>GEN</b>	General Category	<b>HI</b>	Hearing Impaired
<b>ST</b>	Scheduled Tribe	<b>PWD</b>	Persons with Disability	<b>OC</b>	Orthopedically Challenged
<b>OBC</b>	Other Backward Classes	<b>VI</b>	Visually Impaired	<b>EXS</b> <b>D.Exs</b>	Ex-Serviceman Disabled Ex-Serviceman

**B. SCALE OF PAY & EMOLUMENTS:**

Post	PAY SCALE (Rs.)	APPROXIMATE EMOLUMENTS PER MONTH (Inclusive of DA,HRA)
Officer Scale-III	25700 – 800/5 – 29700 – 900/2 – 31500	Rs. 55,901/-
Officer Scale-II	19400 – 700/1 – 20100 – 800/10 – 28100	Rs. 42,736/-
Officer Scale-I	14500–600/7–18700–700/2–20100–800/7 – 25700	Rs. 32,398/-
Office Assistants	7200-400/3-8400-500/3-9900-600/4-12300-700/7-17200-1300/1-18500-800/1-19300 (20 Years)	Rs. 18,689/-

C. **PROBATION PERIOD:** Selected candidates will be on probation as under:

- a. Officer Scale I, II & III : Two Years
- b. Office Assistants : One year

**Note:** It is clarified that Persons with Disabilities will have to work in Branches/Offices which have posts identified by the Bank as suitable for them.

Candidates belonging to Reserved Category, including Persons with Disabilities, for which no reservation has been announced, are free to apply for vacancies announced for Unreserved category provided they fulfill the eligibility criteria laid down for Unreserved category.

The number of vacancies in UR category and also the number of reserved vacancies are provisional and may vary according to actual requirements of the Bank.

**BOND AMOUNT:** Candidates selected for appointment to the cadre of Officer Scale - III, Scale-II and Scale - I have to execute a bond agreeing to pay to the Bank a sum of **₹1,50,000/-** (Rupees One lakh fifty thousand only), in the event of their leaving the Bank's job before confirmation. Similarly, candidates selected for appointment to the cadre of Office Assistant (Multipurpose) have to execute a bond agreeing to pay to the Bank a sum of **₹1,00,000/-** (Rupees One lakh only), in the event of their leaving the Bank's job before confirmation. This will be in addition to the provisions of Regulation 10 of Andhra Pradesh Grameena Vikas Bank (Officers and Employees') Service Regulations-2010.

D. **ELIGIBILITY CRITERIA:** Eligibility Criteria is to be considered as per RRBs CWE-III Advertisement published in Employment News/Rozgar Samachar Issue Dated 28<sup>th</sup> June – 4<sup>th</sup> July, 2014 released by IBPS and posted on the IBPS's website [www.ibps.in](http://www.ibps.in).

\* **Language Proficiency** - The candidates applying for the posts of Officer Scale I and Office Assistants –(Multipurpose) are required to possess proficiency in the local language of the State / UT **i.e. Telugu** (The condition does not apply for the posts of Officer Scale II and III). For ensuring proficiency in local language, the candidate should have –

- a.** Local language at 10thStd level  
OR
- b.** Native language at 10thStd level  
OR
- c.** Local language at any level upto graduation level

E. **PRE- REQUISITE QUALIFICATIONS**

Candidates who have been declared qualified in the RRBs-Online CWE conducted by IBPS in September/ October 2014 should have obtained the following scores as given below.

**For Office Assistant**

Name of the Test	Qualifying Score	
	SC/ ST/ SC-PWD/ ST-PWD/ SC-EXS/ ST-EXS	OBC/ GEN/ OBC-PWD/ GEN-PWD/ OBC-EXS/ GEN-EXS
Reasoning	13 & above	18 & above
Numerical Ability	17 & above	22 & above
General Awareness	10 & above	13 & above
English Language	13 & above	17 & above
Hindi Language	19 & above	23 & above
Computer Knowledge	16 & above	20 & above
<b>Cutoffs on Total Weighted Score</b>	<b>70 &amp; above</b>	<b>80 &amp; above</b>

**For Officer Scale-I**

Name of the Test	Qualifying Score	
	SC/ ST/ SC-PWD/ ST-PWD	OBC/ GEN/ OBC-PWD/ GEN-PWD
Reasoning	13 & above	17 & above
Quantitative Aptitude	7 & above	11 & above
General Awareness	6 & above	9 & above
English Language	7 & above	11 & above
Hindi Language	14 & above	17 & above
Computer Knowledge	10 & above	13 & above
<b>Cutoffs on Total Weighted Score</b>	<b>70 &amp; above</b>	<b>80 &amp; above</b>

**For Officer Scale-II (GBO)**

Name of the Test	Qualifying Score	
	SC/ ST/ SC-PWD/ ST-PWD	OBC/ GEN/ OBC-PWD/ GEN-PWD
Reasoning	8 & above	12 & above
Quantitative Aptitude & Data Interpretation	4 & above	7 & above
Financial Awareness	4 & above	6 & above
English Language	8 & above	12 & above
Hindi Language	13 & above	17 & above
Computer Knowledge	12 & above	15 & above
<b>Cutoffs on Total Weighted Score</b>	<b>70 &amp; above</b>	<b>80 &amp; above</b>

**For Officer Scale-II - IT, CA, Law, Treasury, Marketing and Agricultural Officer**

Name of the Test	Qualifying Score	
	SC/ ST/ SC-PWD/ ST-PWD	OBC/ GEN/ OBC-PWD/ GEN-PWD
Reasoning	8 & above	12 & above
Quantitative Aptitude & Data Interpretation	4 & above	7 & above
Financial Awareness	4 & above	6 & above
English Language	8 & above	12 & above
Hindi Language	13 & above	17 & above
Computer Knowledge	12 & above	15 & above
Professional Knowledge - IT	10 & above	13 & above
Professional Knowledge - CA	21 & above	23 & above
Professional Knowledge - Law	5 & above	7 & above
Professional Knowledge - Treasury	5 & above	7 & above
Professional Knowledge - Marketing	10 & above	13 & above
Professional Knowledge - Agricultural	5 & above	7 & above
<b>Cutoffs on Total Weighted Score for Officer Scale-II</b>	<b>70 &amp; above</b>	<b>80 &amp; above</b>

**For Officer Scale-III**

Name of the Test	Qualifying Score	
	SC/ ST/ SC-PWD/ ST-PWD	OBC/ GEN/ OBC-PWD/ GEN-PWD
Reasoning	5 & above	8 & above
Quantitative Aptitude & Data Interpretation	2 & above	4 & above
Financial Awareness	5 & above	7 & above
English Language	7 & above	12 & above
Hindi Language	11 & above	15 & above
Computer Knowledge	11 & above	14 & above
<b>Cutoffs on Total Weighted Score</b>	<b>70 &amp; above</b>	<b>80 &amp; above</b>

**G. THE COMPETENT AUTHORITY FOR ISSUE OF CERTIFICATE TO SC/ST/OBC/PWD CANDIDATES IS AS UNDER:**

**(a) For SC/ST/OBC:**

District Magistrate/Additional Dist Magistrate/Collector/Deputy Commissioner/ Additional Dy. Commissioner/Dy.Collector/First Class Stipendary Magistrate/Sub-Division Magistrate/ Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner/ Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate/ Revenue Officer not below the rank of Tahsildar/Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides.

**(b) For Persons with Disabilities:**

Authorised Certifying Authority will be Medical Board at the District level. The Medical Board consists of Chief Medical Officer, Sub-Divisional Medical Officer in the District and a member who is a specialist in Orthopaedics, ENT or Ophthalmology, as the case may be,

**H. SELECTION PROCEDURE:**

- **For Office Assistant (Multipurpose):-** Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September/ October 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.
- **For Officer Scale-I:-** Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September/ October 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.
- **For Officer Scale-II (General Banking Officer):-** Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September/ October 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.
- **For Officer Scale-II (Specialist Officer \*):-** Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September/ October 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.  
*\* IT, CA, Law, Treasury, Marketing and Agricultural Officer*
- **For Officer Scale-III:-** Selection will be made on the basis of performance in RRBs- CWE-III conducted by IBPS in September/ October 2014 and Personal Interview. Merit list of the candidates for final selection based on Total Weighted Scores (TWS) obtained by them in CWE of IBPS and Personal Interview will be prepared in descending order under each SC/ST/OBC/UR category.

- I. PERSONAL INTERVIEW:** Depending on the number of vacancies, Bank will call from among who have applied to bank, the number, equivalent to three times the number of vacancies short-listed based on their **Total Weighted Scores (TWS)**. Remaining applicants, if any will not receive an interview call from the Bank.

The total marks for Interview will be **30**.

#### **J. INTERVIEW CENTRE:**

The Interviews may be held at WARANGAL or HYDERABAD or VISAKHAPATANAM and the complete address of the venue will be advised through e-mails. The address of the venues will also be displayed on the Bank's website one week before the date for commencement of Interviews.

**Note:** Bank reserves the right to cancel the Centre and / or add some other Centres, depending upon administrative feasibility.

#### **K. GENERAL INSTRUCTIONS**

***“The GOI have recently issued guidelines vide Letter No. F.No.1/6/2012-RRB dated 20<sup>th</sup> October, 2014 on reorganization of the Bank by deleting five districts of APGVB namely Warangal, Khammam, Sangareddy, Nalgonda and Mahabubnagar from the area of operation of our Bank and forming TELANGANA GRAMEENA BANK with the above five districts of our bank and five districts of DECCAN GRAMEENA BANK. In the circumstances the staff to be recruited now have to serve anywhere either in Telangana state or Andhra Pradesh state as per the guidelines of the Government that may be issued from time to time.”***

**At the time of Interview, every candidate has to submit an undertaking invariably as under:**

***“I ..... hereby noted that, consequent to the bifurcation of Andhra Pradesh into two states as Andhra Pradesh and Telangana and after the Central Government notification dated 20.10.2014 regarding the bifurcation of RRB between the states of Telangana and Andhra Pradesh, the APGVB may be divided into two and the branches operating in Telangana area may be merged with some other RRB operating in Telangana area or may form a new RRB in Telangana. In this regard, I ..... hereby declare and undertake that if the Bank is selected me for appointment I am ready to serve anywhere in the present operation of the Bank i.e. in Andhra Pradesh or in Telangana and I agree that the Bank may post me permanently in any of these States as it deemed fit and in case any change happen to the Bank consequent to the above said notification, I will not dispute the posting of the Bank in future.”***

- (a) Before applying for any of the mentioned posts, the candidate should ensure that he/she fulfils the eligibility and other norms mentioned in this advertisement. Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which scrutiny of such eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to recruitment will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the bank on this behalf.

Mere admission to the Online RRB CWE III and/ or passing the test and being invited by the Bank for the Interview shall not imply that the Bank has been satisfied beyond doubt about the candidate's eligibility. Candidates who do not satisfy the eligibility criteria and who do not produce the photocopies as well as the originals of all the documents required to be submitted and as advised in this notification as well as in the Interview call letter, for any reason, whatsoever, shall not be permitted to participate in the Interview, even though they may have obtained the desired level of score in the Online CWE and have been called for interview.

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/certificate/documents 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.

- (b) Candidates belonging to OBCs but coming in the “CREAMY LAYER” are not entitled to the benefits of OBC reservation. They should indicate their category as “UR” or “UR Persons with Disabilities’ as applicable. **OBC Certificates in the format as prescribed by the Govt. of India** and issued by the Competent Authority inter alia, specifically stating that the candidate does not belong to the Socially Advanced Sections excluded from the benefits of reservations for OBCs in Civil Posts and Services under Govt. of India i.e. carrying ‘CREAMY LAYER’ clause based on income issued recently (i.e., issued on or after **01.04.2014** should be submitted at the time of Interview.
- (c) Persons with Disabilities claiming the benefit of reservations/age relaxation should possess Medical Certificate as specified in the Disabilities Act of 1995 in support of their disability.

**NOTE: PWD candidates, who availed the services of a Scribe in the CWE, should produce the educational qualification certificates of the scribe at the time of Interview.**

- (e) Candidates serving in Government/Public Sector Undertakings (including banks) should produce a "No Objection Certificate" from their employer at the time of Interview, in the absence of which their candidature may not be considered.
- (f) The candidates will have to appear for interview at their own expense. However, unemployed eligible SC/ST/PWD outstation candidates attending the Interview will be reimbursed to and fro second class ordinary train/bus fare by the shortest route on production of evidence of travel. The Bank will not be responsible for any injury/ losses, etc of any nature during their travel time.
- (g) Any request for change of address will not be entertained.
- (h) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at **Hyderabad**.
- (h) In case any dispute arises on account of interpretation of version other than English, English version will prevail.
- (j) The Bank may at its discretion hold a second stage/ conduct Supplementary process wherever necessary in respect of a centre/venue/specific post of a candidate(s).
- (k) Appointment of selected candidates is subject to his/her being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the Service & Conduct Rules of the Bank.
- (l) All Candidates must submit the photo copies of the prescribed certificates in support of their educational qualification, experience, date of birth, caste, etc. The candidates belonging to SC/ST/OBC/Persons with Disabilities Category are required to submit an attested copy of their caste certificate/certificate of handicap issued by the competent authority, in addition to other certificates as specified above. Candidates will also have to produce original caste certificate/relevant certificates at the time of Interview, failing which his/her candidature will be cancelled.
- (m) A recent, recognizable passport size photograph should be firmly pasted on the computer generated application form and should be signed across by the candidate. Three copies of the same photograph should be retained for use at the time of interview. Candidates are advised not to change their appearance till the recruitment process is complete. Failure to produce the same photograph at the time of the interview may lead to disqualification.

### **Action against candidates found guilty of misconduct :**

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered, fabricated or should not suppress any material information while filling up the application form.

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

- i. using unfair means during the selection process or
- ii. impersonating or procuring impersonation by any person or
- iii. misbehaving in the interview venue or taking away any documents from the venue or
- iv. resorting to any irregular or improper means in connection with his/her candidature by selection or
- v. obtaining support for his/her candidature by any means.

Such a candidate, in addition to rendering himself/herself liable to criminal prosecution, shall be liable to be debarred, either permanently or for a specified period, from any recruitment conducted by Bank.

### **L. HOW TO APPLY**

- (i) **Candidates are required to apply online through Bank's website apgybank.in. No other means/ mode of application will be accepted.**
- (ii) **Candidates** should ensure that their personal email ID (as specified in the online application form while applying for RRBs- CWE III conducted in September/October 2014) is kept active during the currency of a recruitment project. Bank may send call letters for Interview etc. to the registered e-mail ID only.
- (iii) Applicants are first required to go to the Bank's website apgybank.in and click on the link "**Recruitment / Careers**".
- (iv) Thereafter, open the Recruitment Notification and read the contents carefully.
- (v) Carefully fill in the details in the Online Application Form.
- (vi) **Candidates cannot edit their application after submission.**
- (vii) Please note that the above procedure is the only valid procedure for applying. No other mode of application or incomplete steps would be accepted and such applications would be rejected.
- (viii) **The Application printout, IBPS Score card and required copies of documents should be kept ready for submission if shortlisted for Interview. Without the above the candidates will not be allowed to appear in the Interview.**

The applicant should sign and affix his/her photograph on such printout of application and keep the same ready for submission **if selected for Interview** along with copies of required documents mentioned below:

1. Printout of the online application submitted for Interview.
2. Printout of IBPS Score card for the stipulated examination.
3. 10<sup>th</sup> standard examination Mark sheet / certificates up to Graduation level in support of **Telugu language**.
4. Attested copy of School leaving certificate or any other document as **proof of age** acceptable to the Bank.
5. Attested copies of Mark sheets / certificates in support of Educational Qualification;
6. Attested copy of certificate of Computer Course, as applicable;
7. Caste / PWD any other related certificate as applicable.
8. Photo identity proof.
9. Any other relevant document

If selected for interview, candidates serving in Government / Public Sector Undertakings (including Banks & Financial Institutions) will be required to submit their applications accompanied by a “No Objection Certificate” from their employer, in the absence of which their candidature will not be considered.

It is for the candidate to ensure that he / she has met with the eligibility criteria and complied with the requirements and adhered to the instructions contained in this advertisement as well as in the application form. Candidates are, therefore, urged to carefully read the advertisement and complete the application form and submit the same as per instructions given in this regard.

**M. CALL LETTERS FOR THE INTERVIEW**

All eligible / shortlisted candidates for Interview will be advised **through e-mails only**, regarding the particulars of Date, Time and Venue of Interviews to the e-mail IDs given by the them in their application form, in addition to placing the information on our website “**apgvbank.in**”.

Candidates have to bring the e-mailed Call letter, online application and requisite enclosures mentioned above and in the mail, while attending the Interview, **without which they will not be permitted to attend the Interview.**

**Place: Warangal**

**Date : 20.01.2015**

**Chairman**

**(Andhra Pradesh Grameena Vikas Bank)**