



Repro Bank invites applications from Indian Citizens for the posts as follows:

Last date for Receipt of Applications: 31. 03 .2010

1. NAME OF THE POST & VACANCIES

Post Code No.	Name of Post	Scale	Total No. of vacancies
1	IT SPECIALIST OFFICER	Scale- I	3
2	IT-MANAGER	Scale- II	2

RESERVATION

- i) Reservation for SC/ST/OBC applicable as per Government guidelines
- ii) 3% of posts are reserved for Persons with Disabilities in accordance with Section 33 of Persons with Disabilities (equal opportunity in protection of Rights and Full Participation), Act 1995(i.e. VH 1%, HH 1% and OH 1%)

2. ELIGIBILITY CRITERIA

Post Code No.1- IT Specialist Officer

- (i) **AGE AS ON 28.02.2010: Minimum 23 years - Maximum 28 years**

Relaxation in upper age limit

- ✓ 5 years for SC, ST and Repatriate candidates
- ✓ 3 years for OBC candidates.
- ✓ Ex-Servicemen - **3 yrs** in addition to the actual period of service rendered in defence services subject to a maximum age of 35 years

- (ii) **Educational Qualification:**

BE / B Tech (4 Year Full Time Degree Course) with minimum 60 % marks in Computer Science/ Information Technology / Electronics & Tele Communication / Electronics & Communication / Electronics & Instrumentation **or**

MCA / DOEACC B level or Post Graduate in Computer Science/ Information Technology / Electronics & Tele Communications/ Electronics & Communication/ Electronics & Instrumentation / from a recognized University/Institute recognised by Govt. Of India

- (iii) **Experience:** Minimum **2** years experience in Banks/ Financial Institutions/ Undertakings or IT experience in banking domain equivalent thereto.

Previous Experience in **CBS implementation and maintainence** along with proficiency on any two or more in the following areas:

- ✓ Software Development –
- ✓ Different operating systems and RDBMS with emphasis on SQL –
- ✓ Knowledge in ASP.NET –
- ✓ Data Administration -
- ✓ Payment gateway Management –
- ✓ Banking delivery channel – ATM & Internet Banking
- ✓ Network & Communication
- ✓ CBS Branch Support

Post Code No.2- IT Manager

(i) **AGE AS ON 28.02.2010: Minimum 25 years - Maximum 40 years**

Relaxation in upper age limit

- ✓ 5 years for SC, ST and Repatriate candidates
- ✓ 3 years for OBC candidates.
- ✓ Ex-Servicemen - **3 yrs** in addition to the actual period of service rendered in defence services subject to a maximum age of 50 years

(ii) **Educational Qualification: BE / B Tech** (4 Year Full Time Degree Course) in Computer Science/ Information Technology / Electronics & Tele Communication / Electronics & Communication / Electronics & Instrumentation **or**

MCA / DOEACC B level or Post Graduate in Computer Science / Information Technology / Electronics & Tele Communications / Electronics & Communication/ Electronics & Instrumentation / from a recognized University/Institute recognised by Govt. Of India

(iii) **Experience:** Minimum **3** years experience in Banks/ Financial Institutions/ Undertakings or IT experience in banking domain equivalent thereto **out of which minimum 1 year in Scale- I.**

Previous Experience in **CBS implementation and maintenance** along with exposure on any two or more in the following areas:

- ✓ Software Development –
- ✓ Different operating systems and RDBMS with emphasis on SQL –
- ✓ Knowledge in ASP.NET –
- ✓ Data Administration -
- ✓ Payment gateway Management –
- ✓ Banking delivery channel – ATM & Internet Banking
- ✓ Cyber & IT Security management / System Audit .

3. EMOLUMENTS PER MONTH:

<u>Post</u>	<u>Scale of Pay</u>	<u>Total emoluments at the initial stage in Chennai on cost to company (CTC) basis</u>
Scale - I	Rs.10000-470/6-12820-500/3–Rs.14320-560/7-18240	Rs.3.28 lac
Scale -II	Rs. 13820-500/1-14320-560/10–Rs.19920	Rs.4.13 lac

All other allowances, emoluments and reimbursement of expenses will be as applicable to regular employees in respective cadre.

Pay Scales are expected to be revised upwardly with retrospective effect.

4.CONFIRMATION:

The confirmation of the newly recruited will be subject to satisfactory completion of the following Probation Period :

- IT Specialist Officers – 24 months.
- IT Manager – 12 months

5. SELECTION PROCEDURE

- (a) In respect of recruitment of the above posts Selection will be made on the basis of performance in the written test and Interview Process. **Merely satisfying the eligibility norms do not entitle a candidate to be called for Test or interview.**
- (b) **The Written Test for the IT Specialist Officer (Post Code No. 1) & IT Manager (Post Code No. 2) will be held on a Sunday in May 2010.**
- (c) The dates of examination are tentative. The exact dates will be communicated to the candidates through call letters for each examination. The Bank, however, reserves the right to cancel or make any change in the date of examination, if need arises.
- (d) The Written test will be scheduled at CHENNAI- single Centre and the address of the Venue will be advised in the Call Letter.
- (e) Successful list of candidates will be called for interview process through separate call letter.

6. APPLICATION FEE INCLUDING POSTAL CHARGES (Non-refundable)

For GEN/OBC	-	Rs. 450 /-
For SC/ST / Repatriate candidates/ EX-SERVICEMEN	-	Rs. 300/-

The application fee must be paid by all applicants. It has to be paid by means of a Bank Pay Order or Bank Demand Draft issued by a Scheduled Bank payable at Chennai and should be drawn in favour of REPCO BANK RECRUITMENT CELL.

Candidates must write his/her name and address on the reverse side of the Bank Draft/Bank Pay order. Candidates may please note that payment of application fee and/or postage charges by Cash / Cheques / Money Order/ Postal stamps etc. will not be accepted.

7.GENERAL INSTRUCTIONS

- a) The Bank takes no responsibility for any delay in receipt or loss in postal transit of any application or communication.
- b) The applications must be properly and completely filled.
- c) Candidates applying for the above posts are advised to note that if selected, they are required to execute a "Bond" with Surety for serving the Bank at least for a period of 2 years and in the event of his/her resignation from the post before this period the officer will be required to indemnify and refund the amount to the Bank

Scale	Amount of Bond	Period
IT Specialist Officer & IT Manager	Rs.50,000 + Training Cost Rs.10,000	2 years

- d) Candidates working in Govt./Semi-Govt./Public Undertaking should apply through proper channel.
- e) SC and ST candidates should enclose attested copies of Caste Certificate issued by Competent Authority, i.e. Revenue Officer not below the rank of Tahsildar. (Repatriates should enclose attested copies of proof.)

8.HOW TO APPLY

Candidates who satisfy the eligibility norms should submit their application in Bio – data form in English; typed on thick A4 size sheet, with one recent passport size photograph affixed on the application on the top right hand corner and indicating prominently in Bold letter the post for which he/she is applying at the Top. **The format of the Application Form is available at Bank's Web-site.**

Two passport size photographs should be attached along with the application.

Applications should reach the Bank on or before 31.03.2010

APPLICATIONS COMPLETE IN ALL RESPECTS SHOULD BE SENT IN A CLOSED ENVELOPE SUPERSCRIBED "FOR THE POST OF _____" TO THE FOLLOWING ADDRESS:

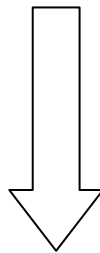
**The Joint General Manager (HR),
Repc Bank Ltd., P.B.No.1449,
Door No.33,
North Usman Road,
T.Nagar, Chennai – 600 017**

9. REPCO BANK reserves its right to reject an application, before, during or after interview, if found not to satisfy the recruitment / eligibility criteria.

Chennai – 17
05-03-2010

Sd/-
Managing Director

BIO - DATA FORM



Affix a passport size photo here.

APPLICATION/BIO – DATA FORM

1. Post Applied for :

2. Post Code:

3. PERSONAL DETAILS:

i. Name of the Applicant : (in CAPITAL LETTERS)

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ii. Sex (√ the appropriate column)

Male	Female

iii. Marital Status: Married/Unmarried(Strike-out which is not applicable)

iv. Name of Father/Husband :

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v. Date of Birth :

																				Fill in the format dd/mm/yyyy
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vi. Age as on 30.09.2009

Years	Months

vii. Address for Communication

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State _____ Pin code:

Phone No. _____

Email ID: _____

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viii. A) Category: (√ the appropriate column)

GEN	OBC	SC	ST

B) WHETHER Repatriate : Yes/ No

ix. Nationality : _____

x. Native Place :

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xi. Languages known :

Language	Speak	Read	Write

xii. Academic / Educational / Technical Qualification:

Qualification	Year & Month of Passing	Name of Institution / University / Board	Percentage of marks/CGPA

xiii. Professional (Computer) Qualification:

Name of the Degree/ Diploma/others (specify)	Name of the Institution	Year of passing

xiv. Experience :

Name of the Institution	From	To	Designation

4. FEE REMITTANCE :

Name of the BANK	Demand Draft No.	Amount	Date of DD

5. DECLARATION:- I hereby declare that the information furnished in this application are true , complete and correct to the best of my knowledge and belief.

Place :

Date :

Signature of the Candidate