

UCO Bank a leading listed Public Sector Bank invites ON-LINE applications from Indian Citizens for the following **Specialist Officers** posts. Before applying candidates should ensure that they fulfill the eligibility criteria for the post applied : Candidates are requested to apply on-line between 27.04.2009 and 23.05.2009 only through Bank's website **www.ucobank.com**. No other means/mode of application will be accepted. For applying on-line, the candidates should have a valid E-mail ID.

UNLESS THE COMPUTER PRINTOUT IS RECEIVED BY POST ALONG WITH DEMAND DRAFT/BANK PAY ORDER WITH PHOTOGRAPH AND RELEVANT ENCLOSURES, THE ON-LINE REGISTRATION WILL NOT BE VALID.

Particulars	Dates
Opening Date for registration of On-line Application	27.04.2009
Last Date for On-line Application	23.05.2009
Last Date for Receipt of Print-out of the registered Application at designated post box	01.06.2009
Date of Written examination, wherever applicable	12.07.2009

Name of Post/ Vacancies :

POSTS	SCALE-WISE VACANCIES				
	JMGS-I	MMGS-II	MMGS-III	SMGS-IV	SMGS-V
1. Security Officers	20	11	-	-	-
2. Engineer	10*	-	-	-	-
3. Law Officer	11	7	-	1	-
4. IT Officer	30	60	10	5	3
5. Official Language Officer	18	-	-	-	-
6. Chartered Accountants	-	50	25	-	-
TOTAL:	89	128	35	6	3

GRAND TOTAL - 261

*8 Civil Engineers, 1 Electrical Engineer and 1 Mechanical Engineer

Reservation of Posts :

SCALE-I

POST	POSTS TO BE RESERVED FOR				
	TOTAL	SC	ST	OBC	PWD
1. SECURITY OFFICER	20	2	1	5	-
2. ENGINEER	10	1	-	2	1 OC
3. LAW OFFICER	11	2	1	4	1 OC
4. IT OFFICER	30	2	2	8	1 OC 1 HI
5. HINDI OFFICER	18	2	1	5	1 OC

SCALE-II

POST	POSTS TO BE RESERVED FOR				
	TOTAL	SC	ST	OBC	PWD
1. SECURITY OFFICER	11	1	-	2	-
2. LAW OFFICER	7	1	-	1	1 OC
3. IT OFFICER	60	8	4	16	1 OC 1 HI
4. CHARTERED ACCOUNTANT	50	7	3	13	1 OC 1 HI

SCALE-III

POST	POSTS TO BE RESERVED FOR				
	TOTAL	SC	ST	OBC	PWD
1. I.T. OFFICER	10	2	1	2	1 OC
2. CHARTERED ACCOUNTANT	25	3	1	6	1 OC

SCALE-IV

POST	POSTS TO BE RESERVED FOR				
	TOTAL	SC	ST	OBC	PWD
1. LAW OFFICER	1	-	-	-	-
2. I.T. OFFICER	5	-	-	1	-

SCALE-V

POST	POSTS TO BE RESERVED FOR				
	TOTAL	SC	ST	OBC	PWD
1. I.T. OFFICER	3	-	-	-	-

Abbreviations stand for: SC - Scheduled Caste ST - Scheduled Tribe OBC - Other Backward Classes, GEN - General, PWD - Persons With Disability, VI - Visually Impaired, B/LV Blind/Low Vision, HI - Hearing Impaired and OC - Orthopaedically Challenged

Notes :

- As the reservation for Persons with Disability is on horizontal basis, the selected candidates will be placed in the appropriate category (viz., SC, ST, OBC, General, etc.) to which they belong.
- The number of vacancies as also the number of reserved vacancies is provisional and may vary according to the actual requirement of the Bank.
- The definition of VI (B/LV), HI, OC are as prescribed in "The Persons with Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Act, 1995".
- It is clarified that it may not be possible to employ Persons with Disability at all offices/branches of the Bank and they will have to work in the posts identified by the Bank.
- Candidates belonging to reserved categories as well as those for whom no reservation has been announced are free to apply for the vacancies announced for the Unreserved/General category.**

Eligibility Criteria :

1. Nationality / Citizenship : A candidate must be either (i) a citizen of India, OR (ii) a subject of Nepal, OR (iii) subject of Bhutan, OR (iv) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, OR (v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India. Provided that a candidate belonging to categories (ii), (iii), (iv) & (v) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India. A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination/ interview conducted by the Bank but on final selection the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

2. Age, Educational Qualification, Experience (as on 01.04.2009) :

(i) Recruitment of Security Officer : Eligibility criteria and other details for recruitment of Security Officers :

i) Age	: The minimum age for the post will be 21 years and maximum 35 years for posts in JMGS-I and 40 years for posts in MMGS-II. (Relaxation in upper age limit for SC/ST/OBC/PWD/EXS candidates will be as per Government of India guidelines).
ii) Educational Qualifications	: Graduate from a recognized University.
iii) Experience	: Five years for posts in JMGS-I and seven years for posts in MMGS-II : i) Commissioned Officer in Army (Captain)/Navy (Lieutenant)/Air Force (Flight Lieutenant) ii) Any officer in the rank of Inspector (Executive)/Inspector (GD) from Para-Military forces like BSF, CRPF, ITBP, CISF etc.

iii) Any directly recruited Police Officer in the rank of Sub-Inspector who is working with the Police Force for minimum 8 years in the investigation cadre.	
iv) Selection Procedure	: The selection will be made on the basis of interview.
v) Participation of existing officers	: Existing officers in JMGS-I who fulfill the eligibility criteria, i.e. Age, Qualification and Experience as stated above can also apply. Experience in Bank's service as Security Officer will also be counted. Existing officers will be given five years relaxation in the upper age limit.
vi) Probation	: Officers appointed as Security Officers in JMGS I will be on probation for a period of two years and those who will be recruited in MMGS II will be on probation for a period of one year.
vii) Emoluments	: Officers appointed as Security Officers in JMGS I and MMGS-II shall be put in the initial stage of the respective pay scale.

(ii) Recruitment of Engineers : Eligibility criteria and other details for recruitment of Engineers

i) Age	: The minimum age for the post will be 21 years and maximum 30 years. (Relaxation in upper age limit for SC/ST/OBC/Physically Challenged candidates/EXS will be as per Government of India guidelines).
ii) Educational Qualifications	: Degree in Engineering i.e. BE / B Tech or equivalent in respective stream from a recognized University.
iii) Experience	: Minimum three years post qualification working experience in Govt./PSU Institutions or in any reputed organisation in the respective field.
iv) Desirability	: Civil Engineer : They should be well conversant with construction, major repairs and maintenance of building, Interior Decoration/ Furnishing of premises, preparation of estimates/ tender documents etc. in respect of above. Electrical Engineer : They should be well conversant with major repairs and maintenance of electrical installation, new electrical works / installations, HT/LT installations, preparation of estimates / tender documents etc. in respect of above. Mechanical Engineer : They should be well conversant with installation of Elevators, Air-conditioning system, major repairs and maintenance thereof, preparation of estimates / tender documents etc. in respect of above.
v) Selection Procedure	: The selection will be made on the basis of interview.
vi) Probation	: Officers appointed as Engineer in JMGS I shall be on probation for a period of two years.
vii) Emoluments	: Officers appointed as Engineer in JMGS-I shall be put in the initial stage of the respective pay scale.

(iii) Recruitment of Law Officers :

The eligibility criteria and other details for recruitment of Law Officers

i) Age	: For Law Officer in JMGS-I, minimum 21 years maximum 30 years. For Law Officer in MMGS-II, minimum 23 years maximum 35 years. For Chief Officer (Law) in SMGS-IV, minimum 35 years maximum 45 years. (Relaxation in upper age limit for SC/ST/OBC/PWD/EXS candidates will be as per Government of India guidelines).
ii) Educational qualifications	: Degree of LLB from a recognized University.
iii) Experience	: For Law Officer in JMGS-I Candidates should have minimum 3 years experience as a practicing advocate. For Law Officer in MMGS-II - Candidates should have minimum 5 years experience as a practicing advocate or working as a Law Officer in a Nationalised Bank. For Chief Officer (Law) in SMGS-IV - Candidates should have minimum 8 years experience as a practicing advocate or working as a Law Officer atleast in Scale III in a Nationalised Bank.
iv) Selection Procedure	: The selection will be made on the basis of interview.
v) Participation of existing officers	: Existing officers who fulfill the eligibility criteria, i.e. Age, Qualification and Experience as stated above can also apply. Experience in Bank's service as Law Officer will also be counted. Existing officers will be given five years relaxation in the upper age limit.
vi) Probation	: Law Officers to be appointed in JMGS I shall be on probation for a period of two years. Law Officers to be appointed in MMGS-II and SMGS-IV as Chief Officer (Law) will be on probation for a period of one year.
vii) Emoluments	: Officers appointed as Law Officer in JMGS I / MMGS-II / SMGS IV shall be put in the initial stage of the respective pay scale.

Note : Existing Officers including those appointed on contractual basis who matches eligibility criteria shall also be eligible to participate.

iv) Recruitment of IT Officers : Eligibility Criteria and other details

S.I.	Post	Age	Basic Qualification	Post-Qualification Experience
1.	Assistant General Manager, IT (Senior Management Scale-V)	Minimum 40 years. Maximum 50 years, with relaxation for SC / ST / OBC / EXS & others as per rules	BE/B Tech (4 Year Full Time Degree Course) in Electronics & Tele Communication / Electronics & Communication / Electronics & Instrumentation / Computer Science / Information Technology or MCA/DOEACC-B LEVEL OR Post Graduate in Electronics & Tele Communications / Electronics & Communication / Electronics & Instrumentation / Computer Science / Information Technology / MBA (IT) from a recognised University / Institute recognised by Govt. Of India.	5 years in IT in a Scheduled Commercial Bank out of which minimum 1 year in Scale IV. Previous Experience in CBS (Finacle) implementation and maintenance alongwith exposure on any two or more in the following areas : Software acquisition / Development - Hardware acquisition / maintenance - different operating systems and RDBMS with emphasis on ORACLE - proficiency in front end development Tools like developer 2000, visual studio etc. - knowledge in ASP / PHP / JAVA / C++ / COBOL - Networking & Communication - UNIX / Windows NT / Windows 2003 - Data Centre Management / Data Warehousing and mining / payment gateway Management - Banking delivery channel - On-line Share Trading / Cyber & IT Security management / System Audit.
2.	Chief Officer, IT (Senior Management Scale-IV)	Minimum 30 years. Maximum 45 years with relaxation for SC / ST / OBC / EXS & others as per rules	BE/B Tech (4 Year Full Time Degree Course) in Electronics & Tele Communication / Electronics & Communication / Electronics & Instrumentation/ Computer Science/ Information Technology or MCA/DOEACC B level or Post Graduate in Electronics & Tele Communications / Electronics & Communication / Electronics & Instrumentation / Computer Science/	3 years in IT in a Scheduled Commercial Bank out of which minimum 1 year in Scale III. Previous Experience in CBS (Finacle) implementation and maintenance alongwith exposure on any two or more in the following areas : Software acquisition / Development - Hardware acquisition / maintenance - different operating systems and RDBMS with emphasis on ORACLE - proficiency in front end development

		Information Technology /MBA(IT) from a recognised University / Institute recognised by Govt. Of India.	Tools like developer 2000, visual studio etc. - knowledge in ASP / PHP / JAVA / C++ / COBOL - Networking & Communication UNIX /Windows NT / Windows 2003 - Data Centre Management / Data Warehousing and mining / payment gateway Management - Banking delivery channel - On-line Share Trading / Cyber & IT Security management / System Audit.
3.	IT Officer in MMG Scale - III Minimum 30 years. Maximum 45 years, with relaxation for SC / ST / OBC / EXS & others as per rules	BE/ B Tech (4 Year Full Time Degree Course) in Electronics & Tele Communication / Electronics & Communication / Electronics & Instrumentation / Computer Science / Information Technology or MCA / DOEACC B level on Post Graduate in Electronics & Tele Communications / Electronics & Communication / Electronics & Instrumentation / Computer Science / Information Technology /MBA (IT) from a recognised University / Institute recognised by Govt. Of India	2 years in IT in a Scheduled Commercial Bank. Previous Experience in CBS (Finacle) implementation and maintenance alongwith exposure on any two or more in the following areas : Software acquisition / Development - Hardware acquisition / maintenance - different operating systems and RDBMS with emphasis on ORACLE - proficiency in front end development Tools like developer 2000, visual studio etc. - knowledge in ASP / PHP / JAVA / C++ / COBOL - Networking & Communication - UNIX /Windows NT / Windows 2003 - Data Centre Management/ Data Warehousing and mining / - payment gateway Management - Banking delivery channel - On-line Share Trading / Cyber & IT Security management / System Audit.
4.	IT Officer in MMG Scale - II Minimum 25 Years. Maximum 40 years, with relaxation for SC / ST / OBC / EXS & others as per rules	BE/B Tech (4 Year Full Time Degree Course) in Electronics & Tele Communication / Electronics & Communication / Electronics & Instrumentation / Computer Science/ Information Technology or MCA/DOEACC B level or Post Graduate in Electronics & Tele Communications/ Electronics & Communication / Electronics & Instrumentation / Computer Science/ Information Technology /MBA (IT) from a recognised University/Institute recognised by Govt. Of India	1 year in IT in a Scheduled Commercial Bank. Previous Experience in CBS (Finacle) implementation and maintenance alongwith exposure on any two or more in the following areas : Software acquisition / Development Hardware acquisition / maintenance - different operating systems and RDBMS with emphasis on ORACLE - proficiency in front end development Tools like developer 2000, visual studio etc. - knowledge in ASP / PHP / JAVA / C++ / COBOL - Networking & Communication - UNIX /Windows NT / Windows 2003 - Data Centre Management/ Data Warehousing and mining / - payment gateway Management - Banking delivery channel - On-line Share Trading / Cyber & IT Security management / System Audit.
5.	IT Officer in JMG Scale - I Minimum 21 Years. Maximum 30 years with relaxation for SC / ST / OBC / EXS & others as per rules	BE/B Tech (4 Year Full Time Degree Course) in Electronics & Tele Communication / Electronics & Communication / Electronics & Instrumentation / Computer Science / Information Technology or MCA/DOEACC B level or Post Graduate in Electronics & Tele Communications / Electronics & Communication / Electronics & Instrumentation / Computer Science / Information Technology / MBA (IT) from a recognised University/Institute recognised by Govt. Of India	Proficiency in any two or more - Operating Systems - RDBMS with emphasis on Oracle, - knowledge of JAVA/C++ / COBOL / FOX-PRO - DEVELOPER-2000 / VISUAL BASIC / STUDIO/.NET - NETWORK and Communication.

NOTES :

- a) Preference will be given to candidates having certification in CISA / CISM / CISCO / OCA / OCP / CCNA / ITIL.
- b) Existing Employees of the Bank including those appointed on contractual basis who matches the eligibility criteria shall also be eligible to participate in the selection process. Age relaxation of 5 years in minimum and maximum age criteria will be allowed to existing employees.
- c) **SELECTION CRITERIA :**
FOR IT OFFICERS IN SCALE-IV & V INTERVIEW
FOR IT OFFICERS IN SCALE I, II & III Written Test followed by Interview.
- d) **Probation :** IT Officers to be appointed in JMGS I shall be on probation for a period of two years. IT Officers to be appointed in MMGS II, MMGS III, SMGS IV and SMGS V will be on probation for a period of one year.
- e) **Emoluments :** IT Officers to be appointed in JMGS I/ MMGS II/ MMGS III/ SMGS IV / SMGS V shall be put in the initial stage of the respective scale of pay.

(v) Recruitment of Official Language Officers :

Eligibility Criteria and other details :

i)	Age	: For OL Officer in JMGS-I, minimum 21 years maximum 30 years.(Relaxation in upper age limit for SC/ST/OBC/PWD/ EXS candidates will be as per Government of India guidelines).
ii)	Educational qualifications	: Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the Degree level or Master's Degree of a recognized University or equivalent in English with Hindi as a subject at the Degree level.
iii)	Experience	: Minimum 1 year's experience in full time translation work English to Hindi and Hindi to English in any organization.
iv)	Selection Procedure	: Selection will be based on (i) Written Test and (ii) Personal Interview.
v)	Participation of existing officers / clerical staff	: Existing officers / clerical staff who fulfill the eligibility criteria, i.e. Age, Qualification and Experience as stated above can also apply. Experience in Bank's OL Department as translator will also be counted. Existing officers/ clerical staff will be given five years relaxation in the upper age limit.
vi)	Probation	: OL Officers to be appointed in JMGS I shall be on probation for a period of two years.
vii)	Emoluments	: Officers appointed as OL Officer in JMGS I shall be put in the initial stage of the respective pay scale.

(vi) Recruitment of Chartered Accountants :

Eligibility Criteria and other details :

i)	Age	: The minimum age for the post will be 25 years and maximum 35 years. (Relaxation in upper age limit for SC/ST/OBC/PWD/EXS candidates will be as per Government of India guidelines).
ii)	Educational qualifications	: Chartered Accountant
iii)	Experience	: For recruitment in Scale II, a candidate should have minimum 3 years experience as CA in a Public/Private Sector Bank/Financial Institute or independent practice/ Experience in a reputed firm/Company. For recruitment in Scale III, a candidate should have minimum 5 years experience as CA in a Public/Private Sector Bank/Financial Institute or independent practice/ Experience in a reputed firm/Company

iv)	Short listing and selection of candidates through interview	: Candidates will be short listed on the basis of marks obtained in the CA examinations (intermediate + final). After short listing candidates will be called for interview in the ratio of 3 to 5 times of the number of vacancies, as per Bank's decision. Final selection will be based on the interview marks.
v)	Participation of existing officers	: Existing officers in JMGS I who fulfill the eligibility criteria, i.e. Qualification and Experience as stated above can apply for Scale II and also Scale III posts. Similarly, existing officers in MMGS II who fulfill the eligibility criteria, i.e., Qualification and Experience as stated above can apply for Scale III post. Existing Officers will be given 5 years relaxation in the upper age limit.
vi)	Probation	: Newly recruited Chartered Accountants in Scale II/III will be on probation for one year.
vii)	Emoluments	: During the probation they will be paid monthly Salary equivalent to initial stage of respective pay-scale applicable to MMGS II / MMGS III as the case may be.

3. Confirmation :

The confirmation of the newly recruited Specialist Officers will be subject to satisfactory completion of probation period.

4. Scale of pay:

JMGS I	: Rs. 10000 - 470/6 - 12820 - 500/3 - 14320 - 560/7 - 18240
MMGS II	: Rs. 13820 - 500/1 - 14320 - 560/10 - 19920
MMGS III	: Rs. 18240 - 560/5 - 21040 - 620/2 - 22280
SMGS IV	: Rs. 20480 - 560/1 - 21040 - 620/5 - 24140
SMGS V	: Rs. 24140 - 620/4 - 26620

5. Relaxation in Upper Age Limit :

Sl	Category	Age Relaxation
1	Scheduled Caste/ Scheduled Tribe Candidates	5 years
2	Other Backward Classes Candidates	3 years
3	In the case of Ex- service commissioned Officers, including ECOs/ SSCOs, who have rendered at least 5 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within the next one year from the last date for receipt of application) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or on account of physical disability attributable to military service or on invalidment. a) By 5 years for selection through written test and interview b) By 3 years plus period of service in armed forces for selection through interview only By 5 years for the post of Security Officer subject to maximum age limit of 40 years	
4	Persons domiciled in Kashmir Division of Jammu & Kashmir State during the period from 01.01.1980 to 31.12.1989	5 years
5	Persons with Disability (15 years for SCs/STs and 13 years for OBCs)	10 years

Notes :

- 1. The relaxation in upper age limit is cumulative as per Govt. of India guidelines.
- 2. An ex- serviceman who has once joined a Government job on civil side after availing of the benefits given to him as an Ex-Serviceman for his re-employment, including a job in the Public Sector Undertaking ceases to enjoy ex-serviceman status for further employment.
- 3. All persons eligible for age relaxation under (4) above must produce the domicile certificate at the time of interview, from the District Magistrate in the Kashmir Division within whose jurisdiction he/ she had ordinarily resided or any other authority designated in this regard by the Govt. of Jammu & Kashmir, to the effect that the candidate had ordinarily been domiciled in the Kashmir Division of the state of Jammu & Kashmir during 1st January 1980 to 31st December 1989.
- 4. Above relaxations are available only if the candidates fulfill the various conditions prescribed in the Govt. of India orders and instructions in this regard.

6. Definition : Persons With Disability (PWD) -

Definition of Categories of Disabilities:

- (a) An Orthopaedically Challenged (OC) person is one suffering from Locomotor Disability or Cerebral Palsy. Persons who suffer from not less than 40% of relevant disability (as certified by a Medical Board appointed by the Central/ State Govt.) would be eligible for reservation in services/ posts.
Locomotor Disability means disability of the bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy.
Cerebral Palsy means a group of non progressive conditions of a person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal, peri-natal, or infant period of development.
- (b) Deaf & Hearing Impaired (HI) : the deaf are those persons in whom the sense of hearing is non- functional for ordinary purposes of life i.e. total loss of hearing in both ears. They do not hear, understand sounds at all even with amplified speech. Hearing impairment means loss of sixty decibels or more in the better ear in the conversational range of frequencies.
- (c) Visually Impaired: The visually impaired persons are those suffering from blindness or low vision.

- Blindness - refers to a condition where a person suffers from any of the following conditions
(i) total absence of sight, (ii) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses, (iii) Limitation of the field of vision subtending an angle of 20 degree or worse.
Person with low vision - means a person with impairment of visual functioning even after treatment or standard refractive correction, but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.

The visually impaired candidates and candidates whose writing speed is affected by cerebral palsy can use their own scribe at their cost during the written examination. In all such cases where a scribe is used, the following rules will apply:

The candidate will have to arrange his/ her own scribe -

- 1. At his / her own cost.
- 2. The academic qualification of the scribe should be one grade lower than the stipulated eligibility criteria.
- 3. The scribe should be from an academic discipline other than that of the candidate. The scribe should possess 60% or lesser marks.
- 4. Both the candidate as well as the scribe will have to give a suitable undertaking, confirming that the scribe fulfills all the stipulated eligibility criteria for a scribe as mentioned above. Further, in case, it later transpires that he/ she did not fulfill any of the laid down eligibility criteria or suppresses material facts, the candidature of the applicant will stand cancelled, irrespective of the result of the written examination.
- 5. Such candidates who use a scribe shall be eligible for extra time of 20 minutes for every hour of the examination.

Competent Authority for Issue of Certificate to SC/ST/OBC/PWD is as under :

- (a) For SC / ST / OBC - District Magistrate/ Addl. Distt. Magistrate/ Collector/ Deputy Commissioner / Addl. 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 Disability - Authorised certifying authority will be a Medical Board duly constituted by the Central or the State Government having at least three members consisting of Chief Medical Officer, Sub-divisional Medical Officer in the District and an Orthopedic Surgeon/Ophthalmology surgeon/ENT Surgeon as the case may be.

7. Application Fee and Postage Charges (Non-Refundable) :

Sl	Category	Total
1	SC/ST/PWD candidates	Rs.50/- (postage charges only)
2	All others including OBC	Rs.250/- (Application Fees plus postage charges)

Note :

Requisite Application fee and Postage Charges should be paid by a single Demand Draft / Bank Pay Order marked "A/C Payee Only" issued by a Scheduled Commercial Bank to be drawn as below

"UCO Bank Specialist Officers Recruitment Project 2009" payable at Mumbai.

Candidate must write his/ her name, date of birth and address on the reverse side of the Bank Draft/ Bank Pay Order.

The DD / Pay Order should not be dated before 27.04.2009 and not after 23.05.2009. Even if Bank extends the date of on-line registration by one or two days, the valid dates of Demand Drafts will not be changed. Valid dates of DDs / Pay Order also remain the same for far-flung areas.

Payment of Application fee/ Postage by Cash / Cheques / Money Orders etc. will not be accepted.

Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any account nor can it be held in reserve for any other selection process.

8. Selection process :**a) Where Selection will be based on Personal Interview only :**

Applications submitted for the posts of Security Officers, Engineers, Law Officers, IT Officers in Scale IV and V and Chartered Accountants will be screened / scrutinized and ranked and candidates will be called for interview in the ratio of 3 to 5 times of the number of vacancies as per Bank's decision. Candidates should mention all the qualifications and experience in the relevant field and attach attested photocopies of the certificates in support thereof.

Where the number of applications received in response to the advertisement will be large and it is not convenient to interview all the candidates, the Bank reserve its right to call only the requisite number of candidates for interview after preliminary screening / short listing with reference to candidates' qualifications, suitability and experience etc.

Those candidates who will be short-listed for appearing in the Personal Interview will be intimated at the correspondence address furnished by them in their application.

b) Where Selection will be based on Written Examination and Personal Interview :

Selection to the posts of Official Language Officers and IT Officers in Scale I, II and III will be on the basis of Written Test and Personal Interview.

Candidates meeting the eligibility criteria will be called for Written Examination. The Written Examination will consist of objective tests of Professional Knowledge, Test of Reasoning and Quantitative Aptitude and Test of English Language and also a Descriptive Test of Professional Knowledge. The question papers except the Objective test of English Language will be printed bilingual i.e. Hindi & English versions.

Depending upon number of vacancies, only a certain number of candidates from the candidates merit listed in the Written Examination will be called for personal Interview.

Merit/Select list of Candidates :

Where selection will be made on the basis of Personal Interview of the candidates, Merit/ Select list of Candidates shall be drawn based on marks obtained in Interview.

Where selection will be made on the basis of Written Test and Interview, Merit/ Select list of Candidates shall be drawn based on ranking on the aggregate marks obtained in the written test and interview.

Appointment letters shall be issued based on ranking in the Merit/Select list and depending on vacancies.

9. Written Test :

(i) The Written Test for the posts, wherever applicable, will be held on line or off line (as may be decided by the Bank) on Sunday 12.07.2009.

(ii) The date of written examination is tentative. The exact date of written examination and whether the examination will be held on line or off line will be communicated to the candidates through call letter for examination. The Bank, however, reserves the right to cancel or make any change in the date of examination, if need arises.

(iii) The Written test will be scheduled at the following Centers and the address of the Venue will be advised in the Call Letter :

Centre Code	Name of Centre	Centre Code	Name of Centre
11	Ahmedabad	18	Guwahati
12	Bangalore	19	Hyderabad
13	Bhopal	20	Kolkata
14	Bhubaneswar	21	Lucknow
15	Chandigarh	22	Mumbai
16	Chennai	23	Patna
17	Delhi		

Candidates are to appear for the Written Test from any one of the Centres where written examination will be held. Request for Change of Centre of Examination shall not be entertained. The Bank, however, reserves the right to cancel any of the Centers and/ or add other Centers, depending on the response, administrative feasibility etc. The Bank also reserves the right to allot the Candidate to any Center other than the one he/ she has opted for.

10. General Instructions :

- The Bank takes no responsibility for any delay in receipt or loss in postal transit of any printout or communication.
- Only candidates willing to serve anywhere in India should apply.
- Unless the system generated duly signed printed application form with photograph pasted thereon alongwith Demand Draft/Bank Pay Order and attested photocopies of relevant certificates is received at the correct specified address by ordinary post, the on-line registration of the candidates application will not be accepted/valid.
- Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Kolkata and Courts/Tribunals/Forums at Kolkata only shall have the sole and exclusive jurisdiction to try any such case/dispute.
- No candidate is permitted to use calculators, mobile phones, pagers or any other instruments in the Examination Hall.
- Canvassing in any form will be a disqualification.
- A recent, recognizable passport size photograph should be firmly pasted on the printout and should be signed across by the candidate. Three copies of the same photographs should be retained for use at the time of written examination and/ or 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 written test/ interview may lead to disqualification.
- Before applying for any post, candidates should ensure that he/she fulfils the eligibility and other norms mentioned in this advertisement and ready to comply with the requirements and terms & conditions contained in this advertisement. The candidates are, therefore, advised to carefully read the advertisement and thereafter complete on-line application form and submit the same as per the instructions given in this regard.
- The Bank would be free to reject any application, at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/ she has applied. 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 for the purpose of the conduct of examination, 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 in this behalf.
- Candidates submitting more than one application for a particular post in response to the advertisement are liable to be disqualified.**
- All candidates must submit attested photocopies of the prescribed certificates in support of their Date of Birth, Educational Qualification, Experience, Caste/Community Certificate / Certificate of Disability issued by the Competent Authority along with the Computer Printout of their online application. All Candidates will have to produce, if called for interview, original as well as attested photocopies of their educational qualification certificates, experience certificates, caste/community certificate where applicable, certificate of handicap or any other certificate issued by the Competent Authority in support of their eligibility, failing which their candidature will be cancelled.
- A printout not accompanied by requisite application fee and / or postage, copies of relevant certificate(s) or not in the prescribed format or not signed by the candidate or incomplete in any respect will not be entertained.**
- Candidates will have to appear for written test and / or interview at the allotted centre at their own expense and risk and the Bank will not be responsible for any injury/losses etc. of any nature. However, SC/ST/PC candidates attending the interview will be eligible for reimbursement of 2nd class to & fro rail/ bus fare by the shortest route on production of evidence of travel i.e. Railway receipt/ticket(s).
- Candidates serving in Government / Public Sector Undertakings should send their printouts through the proper channel and produce a "No Objection Certificate" from their employer at the time of interview, in absence of which, their candidature may not be considered. An advance copy of the printout alongwith original Demand Draft/ Bank Pay Order may be sent to the specified address within the stipulated time.
- Any request for change of address will not be entertained.
- The Bank takes no responsibility to co-relate any certificate/ remittance sent separately.
- In case any dispute arises on account of interpretation in version other than English, English version will prevail.

- The Bank may at its discretion hold re-examination wherever necessary in respect of a center/ venue of a candidate(s).
- Appointment of selected candidates is subject to his/ her being declared medically fit as per the requirement of the Bank. Such appointments will also be subject to the Service & Conduct Rules of the Bank.
- The Bank is free to reject any application, at any stage of the recruitment process, if the candidate is found ineligible for the post and/or he/she has furnished any incorrect/false information or has suppressed any material fact(s). If any of these shortcoming(s) is/are detected even after appointment his/her services are liable to be terminated.
- The decision of the Bank in any matter relating to recruitment at all the stages of the recruitment process will be final and binding upon the candidates. No correspondence or personal queries in this regard shall be entertained by the Bank.

11. 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 and should not suppress any material information while registering the application. At the time of written examination/ interview, if a candidate is (or has been) found guilty of (i) using unfair means during the examination or (ii) impersonating or procuring impersonation by any person or (iii) misbehaving in the examination hall or taking away the question booklet (or any part thereof) / answer sheet from the examination hall or (iv) resorting to any irregular or improper means in connection with his/ her candidature for selection or (v) obtaining support for his/ her candidature by unfair means, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable :

- to be disqualified from the examination/interview for which he/ she is a candidate.
- To be debarred either permanently or for a specified period from any examination or recruitment conducted by UCO Bank.
- For termination of service, if he/ she has already joined the Bank.

The Bank would be analyzing the responses of a candidate in the written examination with other appeared candidates to detect patterns of similarity, on the basis of such an analysis, if it is suspected that the responses have been shared and scores obtained are not genuine/ valid, the bank reserves the right to cancel his/ her candidature.

12. How To Apply :

Candidates are required to apply on-line through website www.ucobank.com No other means/ mode of applications will be accepted.

The guidelines for filling Applications are as under :

- Candidate should have a valid email ID.
- Candidates should have their Demand Draft/Bank Pay Order payable at Mumbai marked "A/c Payee Only" favouring **UCO Bank Specialist Officers Recruitment Project 2009** ready before applying on-line. Without DD details, application will not be registered. The DD should not be dated before 27.04.2009 and not after 23.05.2009. Even if Bank extends the date of on-line registration by one or two days, the valid dates of Demand Drafts will not be changed. Valid dates of DDs also remain the same for far-flung areas.

To apply candidates will log on to the Bank's website www.ucobank.com, will open the **Application Format** by clicking on the link "Apply On-line", provide all the necessary information including the details of Demand Draft/Bank Pay Order and click on the "SUBMIT" button at the end of the On-line Application Format.

- After applying on-line, the candidates should obtain a system-generated printout of the application in A-4 size paper, firmly paste a recent passport size photograph bearing the signature of the candidate at the appropriate space provided in the application format and sign at the bottom of the application format and send alongwith application fee (i.e. Demand Draft / Bank Pay Order) and attested photocopies of relevant certificates as mentioned in sub-para (xi) under **General Instructions**.

- Candidate must write his/ her name, date of birth and address on the reverse side of the Demand Draft / Bank Pay Order.

Print-out complete in all respects should be sent only by ordinary post in a closed envelope superscribed "PRINT OUT FOR THE POST OF _____ IN UCO BANK" to the following address :

Post Box No.7478, Jogeshwari (East), MUMBAI - 400 060

Last Date for online registration of application : 23.05.2009

Last Date for Receipt of Application Printouts :

The Printouts should reach the address mentioned above on or before 01.06.2009 by Ordinary Post (including for the candidates staying abroad and for those posting printouts from Andaman & Nicobar Islands, Lakshdweep, Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahul and Spiti Distt and Pangi Sub division of Chamba District of Himachal Pradesh).

A printout received after the last date will not be entertained by the Bank. Bank will not be responsible for any loss of print out in transit.

13. Call Letters for Written Examination :

All eligible candidates will be issued call letters at the correspondence address given by the candidate in their application, which will be sent by ordinary post. An eligible candidate who does not receive the call letter by 07.07.2009, should contact with details of his/ her name, date of birth and address alongwith the Xerox copy of the system generated application form, details of Demand Draft/Bank Pay Order etc. for obtaining duplicate call letters between 08.07.2009 and 11.07.2009 at the following Bank's offices :

Center	CONTACT ADDRESS
Ahmedabad	The Dy.General Manager , UCO Bank, Ahmedabad Zonal Office, UCO Bhavan, Near Sanyas Ashram, Ashram Road, Ahmedabad - 380009. Ph.: 079-26579295 / 26574808, Fax: 079-2657 9450
Bangalore	The Dy.General Manager , UCO Bank , Bangalore Zonal Office , UCO Bank Building, 2nd floor 13/22, Kempegowda Road, Bangalore - 560009. Ph.: 080-2225 7599 / 2226 5285, Fax 080-2225 7595
Bhopal	The Asstt.General Manager , UCO Bank, Bhopal Zonal Office, E-5, Arera Colony, Bhopal - 462016 (MADHYA PRADESH). Ph. : 0755-2468103, Fax : 0755-2466631 / 2686182
Bhubaneswar	The Asstt.General Manager , UCO Bank, Bhubaneswar Zonal Office, UCO Bank Building, 3rd floor, C-2, Asok Nagar, Unit II, Bhubaneswar - 751 009 (ORISSA) . Ph. : 0674-2532226 / 2533626, Fax : 0674-2532890 - 2531448
Chandigarh	The Dy.General Manager, UCO Bank, Chandigarh Zonal Office, UCO Bank Building, 1st floor, Sector-17B, Chandigarh (UT) - 160 017. Ph.: 0172-2701942 / 2702190, Fax : 0172-2703016
Chennai	The Dy.General Manager, UCO Bank, Chennai Zonal Office, UCO Bank Building, 328, Thambu Chetty Street, Chennai - 600 001.(TAMIL NADU), Ph.: 044-25342455 / 2534 0324, Fax : 044-43405558 / 5559
Delhi	The Dy.General Manager, UCO Bank, New Delhi Zonal Office, 5, Sansad Marg, NEW DELHI - 11 0 001. Ph. : 011-23739553 / 65344791, Fax : 011-23721345
Guwahati	The Dy.General Manager , UCO Bank, Guwahati Zonal Office, Mani Ram Dewan Road, P.O. Silpukuri, Guwahati - 781 003 (ASSAM). Ph. : 0361-2660531 / 2665653, Fax : 0361-2663779
Hyderabad	The Asstt.General Manager , UCO Bank, Hyderabad Zonal Office, 8-2-624 Gr. Floor, Road No.10, Banjara Hills, Hyderabad - 500 034. (ANDHRA PRADESH). Ph. : 040-23322587 / 23324476, Fax : 040-23305555
Kolkata	The Dy.General Manager, UCO Bank , Zonal Office , 4 & 4/1, Red Cross Place, 1st Floor, Kolkata-700001. Ph.: 033-22100299 / 22319054, Fax: 033-22108255.
Lucknow	The Dy.General Manager , UCO Bank, Lucknow Zonal Office, Sky Lark Building, 28, Nawal Kishore Road, Lucknow - 226 001 (UTTAR PRADESH). Ph.: 0522-2613667 / 2230951, Fax : 0522-2625432
Mumbai	The Dy.General Manager, UCO Bank, Zonal Office, Mumbai , Mafatlal Centre, 2nd floor, Nariman Point, Mumbai - 400021. Ph.: 022-22828387 / 40544309, Fax : 022-22821187 / 22024431
Patna	The Asstt.General Manager , UCO Bank, Patna Zonal Office, Maurya Lok Complex, Block A, 4th floor, Dak Bunglow Road, Patna - 800 001(BIHAR). Ph.: 0612-2220489 / 2234511, Fax : 0612-2220489

The above advertisement is also displayed in the Bank's Website www.ucobank.com

**General Manager
(Personnel Services)**