The Maharashtra State Co-operative Bank Ltd., Mumbai
(Incorporating The Vidarbha Co-operative Bank Ltd.,)
(Scheduled Bank)
Sir Vithaldas Thackersey Smruti Bhavan,
9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai 400001,
Post Box No.472

Advertisement No. 1 / MSC Bank / 2019-2020

RECRUITMENT OF TRAINEE OFFICERS & TRAINEE CLERKS
IN THE MAHARASHTRA STATE COOPERATIVE BANK LTD., MUMBAI

Time frame:

- **Official website** : **https : //www.mscbank.com**
- **Submission of application form** : Candidates can apply offline (download the
  (on or before date 16/03/2020) application form (**Annexure – I**) from the official
  website)
- **Payment of Fee** : Through NEFT only.
- **On-line Test will be conducted on** : Date and venue will be communicated to the
  short listed candidates.

Please note that:

1. A candidate can apply for one post and one category only. Application for more than one post is not allowed.

2. Candidate should send his/her application by post with all the necessary documents attached.

3. The process of registration of application is completed only when fee is deposited with the Bank through NEFT mode on or before the last date for fee payment. Applications without payment of fee shall not be entertained.

4. The application should reach the Bank on or before **16/03/2020 upto 5.15 p.m.**

5. Before applying, the candidates are requested to ensure that they fulfill the eligibility criteria for the post as on the mentioned date of application. Admission for the On-line test will be purely provisional. Candidature will be subject to verification of details/documents when candidates will report for interview.

6. Candidates are advised to check Bank's website **https://www.mscbank.com/careers** for details and updates.

The Maharashtra State Cooperative Bank Ltd., (MSC Bank) Mumbai, an Apex cooperative Bank in Maharashtra state, established in 1911 is a scheduled Bank. The Bank is operating through its Head Office at Mumbai, 6 Regional Offices and 57 Branches in Maharashtra. The Bank invites Offline applications from Maharashtra citizens **(submission of Domicile Certificate of Maharashtra state is compulsory)** for appointment in the post of Trainee Clerk, Junior Officer, Officer Grade II and Information Technology Officer in the Bank.

Candidates fulfilling the prescribed eligibility criteria are requested to apply Offline on or before the timeline indicated. The details of the post, category wise vacancies, educational qualification, experience, age etc. are as under:

Sr. No.	Discipline	Post Code	Grade	No. of Post	No. Of Category wise Vacancies	Educational Qualification as on 31.12.2019	Experience as on 31.12.2019	Age as on 31.12.2019	
								Not below	Not above
1	Banking	G-I	Officer Grade II (Trainee)	42	Gen - 12 SC - 05 ST - 03 VJ-A - 01 NT-B - 01 NT-C - 01 NT-D - 01 OBC - 08 SBC - 01 EWS - 04 SEBC - 05	Post Graduate in any discipline. CAIIB will be preferred.	Minimum 10Yrs. of experience in Banking & preferably in Urban/ DCC Bank as an officer.	35	40
		J-I	Junior Officer (Trainee)	01	Gen - 01	Graduate in any discipline. JAIIB will be preferred.	Minimum 5 yrs. of experience in Banking & preferably in Urban/ DCC Bank as an officer.	30	35
		C-I	Clerk (Trainee)	103	Gen - 26 SC - 13 ST - 07 VJ-A - 03 NT-B - 03 NT-C - 04 NT-D - 02 OBC - 20 SBC - 02 EWS - 10 SEBC - 13	Graduate in any discipline with at least 60% marks.	Not applicable.	21	28

2	Information Technology	Jt-I	Joint Manager (Trainee) (Chief Information Security Officer and Chief Technical Officer.)	1	Gen - 01 SC - 01	• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution) • Certification mandatory : CISM/CISA/ CISSP/CRISC.	Minimum 10 yrs. experience required in IT and Networking security out of which minimum 5 years in banking IT security domain.	**35**	**40**
		Jt-II	Joint **Manager** (Trainee) (CBS application software officer.)	1		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University /Institution)	Minimum 8 year experience required out of which minimum 4 years in banking domain.	**35**	**40**
		G-II	**Officer Grade II** (Trainee) (Senior Software developer officer.)	1	Gen - 02 S.C. - 01 OBC - 01 SEBC - 01	• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution) Oracle Java Certification is preferable.	Minimum 5 year experience required out of which minimum 2 years in banking domain preferred.	**35**	**40**
		G-III	**Officer Grade II** (Trainee) (Sr.Network Administrator officer.)	1		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution) • Certification Mandatory: CCNA/CCNP.	Minimum 5 year experience required out of which minimum 2 years as L2 Engineer in banking domain.	**35**	**40**

		G-IV	**Officer Grade II** (Trainee) (Sr. Hardware (Infrastructure) expert officer.)	1		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University / Institution)	Minimum 5 year experience required out of which minimum 2 years in banking domain.	**35**	**40**
		G-V	**Officer Grade II** (Trainee) (Database Administrator officer)	1		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution) • Certification mandatory : OCA/OCP.	Minimum 5 year experience required out of which minimum 2 years in banking domain.	**35**	**40**
		G-VI	**Officer Grade II** (Trainee) (IT Help desk officer.)	1		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution)	Minimum 5 year experience as an IT Help Desk Technician out of which min. 2 years in banking domain.	**35**	**40**
		J-II	**Junior Officer** (Trainee) (IT Governance Information security and controls officer.)	2	Gen - 03 S.C. - 01 S.T. - 01 VJ-A - 01 O.B.C.- 02 EWS - 01 SEBC - 02	• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution) Certification Mandatory CISSP/CISA/ CEH	Minimum 3 year experience in Risk Management required out of which minimum 1 year in banking domain.	**30**	**35**
		J-III	**Junior Officer** (Trainee) (Application & infrastructure security officer)	1		• B.E. /B. Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution) Certification mandatory : CISSP/CISA/ CEH/OSCP/ GIAC etc.	Minimum 3 year experience required out of which minimum 1 year in banking domain.	**30**	**35**

		J-IV	**Junior Officer** (Trainee) (Software developer officer.)	**2**		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution) • Oracle Java Certification is preferable.	Minimum 3 year experience required out of which minimum 1 year in banking domain.	**30**	**35**
		J-V	**Junior Officer** (Trainee) (Network Administrator officer.)	**2**		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution) • Certification mandatory: CCNA/CCNP.	Minimum 3 year experience required as Network Administrator in banking domain.	**30**	**35**
		J-VI	**Junior Officer** (Trainee) (Payment channel expert officer.)	**2**		B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University /Insti.)	Minimum 3 Yrs experience required in banking domain in payment channels.	**30**	**35**
		J-VII	**Junior Officer** (Trainee) (Hardware (Infrastructure) expert officer.)	**1**		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution)	Minimum 3 year experience required out of which minimum 1 year in banking domain.	**30**	**35**
		J-VIII	**Junior Officer** (Trainee) (Server administrator for web hosting.)	**1**		• B.E. /B.Tech in CS/IT or equivalent/ MCA (from a recognized University/ Institution)	Minimum 3 year experience required out of which minimum 1 year in banking domain.	**30**	**35**

Gen – General, SC – Scheduled Caste, ST – Scheduled Tribes, NT – Nomadic Tribes – A-(Vimukt Jati), NT – B, NT – C , NT – D, OBC – Other Backward Classes, SBC – Special Backward Class, EWS – Economically Weaker Section, SEBC – Socially and Economically Backward Class.

PWD – Persons with Disabilities, Reservation for person with Benchmark Disability (PWD) shall be applied @ 4% of total vacancies, horizontally, within the overall vacancies earmarked for various categories viz., GEN, SC,ST & OBC as per the RPWD Act, 2016.

RESERVATION FOR PERSONS WITH DISABILITIES

Under section 34 of "The Rights of Persons with Disabilities Act, 2016"persons with benchmark disabilities are eligible for Reservation. The reserved categories of disabilities mentioned under this Act are namely.

a. Blindness and low vision;

b. Deaf and hard of hearing;

c. Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;

d. Autism, intellectual disability, specific learning disability and mental illness;

e. Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities;

Note : Definition of the above specified disabilities will be as per "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016".

Only "person with benchmark disability " would be eligible for reservation with not less than 40% of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.

A person who wants to avail the benefit of reservation will have to submit a latest Disability Certificate, on prescribed format, issued by Medical Authority or any other notified Competent Authority (Certifying Authority) in the District of the applicant's residence as mentioned in the proof of residence in the application. The certificate should be dated on or before last of date of submission of application.

Post wise eligibility age criteria :

Sr. No.	Grade	Age as on 31.12.2019	
		Not below	Not above
1	**Trainee Joint Manager**	35	40
2	**Trainee Officer Grade II**	35	40
3	**Trainee Junior Officer**	30	35
4	**Trainee Clerk**	21	28

GENERAL INSTRUCTIONS :

1. Preference will be given to candidates having cleared JAIIB / CAIIB of Indian Institute of Banking & Finance and experience in Banking.

2. The qualification (Graduate / Post Graduate) shall be from a recognized university with **minimum 60% marks in aggregate for candidates.** Candidates should indicate the percentage obtained in Graduation calculated to the nearest two decimals in the application. Where **CGPA** is awarded, the same should be converted into percentage and indicated in the application. If called for interview, the candidate will have to produce a certificate issued by the appropriate authority inter alia stating the norms of the University regarding conversion of grade into percentage and the percentage of marks scored by the candidates in terms of these norms.

3. Knowledge of Marathi (Writing, Speaking, Reading) is essential, in addition to English & Hindi.

4. Age relaxation in upper age limit is 5 years for SC / ST / VJA/ NT-B-C-D, for OBC 3 years. **For persons with disabilities (PWD) maximum upper age relaxation limit up to 45 years.** During the document verification process the candidates should carry his /her original caste validity certificate mandatorily. Vacancies reserved for OBC category are available only to the 'Non Creamy layer' OBC candidates. 'Creamy layer' OBC candidates should indicate their category as 'General'.

5. Benefit of reservation under EWS category can be availed upon production of an "Income and Asset Certificate" issued by a Competent Authority in the format prescribed by Government of India. **(Annexure II).** Reservation for Economically Weaker Section is governed by Office Memorandum No. 36039/1/2019-Estt (Res) dated 31.01.2019 of Department of Personnel & Training, Ministry of Personnel, Public Grievance & Pensions, Government of India.

6. Reserve category candidates applying under General Vacancy will not be eligible for any concession or relaxation in any criteria- age and fee.

7. Minimum prescribed educational qualification & work experience for the post is prerequisite. Candidates possessing the higher educational qualification having work experience for more than the prescribed years in the relevant discipline, shall get preference.

8. The training period of Joint Manager, Officer Grade II, Junior Officers shall be for a period of 12 months, followed by probation period of 6 months. During the training period trainee officers will be posted at various District Co-operative Banks, Sugar Factories & Urban Co-operative Banks. Post completion of successful training candidates shall be assessed for work performance on confidential report & attendance, thereafter shall be placed on probation for 6 months at Banks Head Office / Regional Offices / Branches and upon successful completion of probation period candidates will have to clear the screening test. It is only after successful completion of the trainee period, probation period & screening test that the candidate will be considered for confirmation in respective category in the services of the Bank.

   It should be noted that I.T. candidates will not be given onsite training.

9. The training period of Clerks shall be 12 months followed by probation period of 6 months. Post completion of training period such Clerks shall be assessed for work performance, confidential report, attendance records. Only on satisfactory performance candidate shall be placed on probation for 6 months and thereafter confirmation in the services of the Bank shall be on overall assessment during trainee period and probation period.

10. **Emoluments :**
   Emoluments, compensation and service conditions shall be as per Bank's rules and service conditions in force from time to time. (During training period the Joint Manager/ Officers Gr.II / Junior officers / Clerks will be eligible for stipend which is fixed for per month Rs.30,000/- Rs.20,000/- Rs.15,000/- & Rs.10,000/- respectively.)
   After successful completion of training, probationary candidate will be eligible to receive approximate monthly emoluments as follows:
   1) Joint Manager Rs.70,000/-
   2) Officer Grade II Rs.60,000/-
   3) Junior Officer Rs.45,000/-
   4) Clerk Rs.30,000/-

11. **Payment of Fees:**

Application fee for officer grade is **Rs.1770/- (with GST)** for General/OBC/SBC/EWS/SEBC candidates. And **Rs.885/- (with GST)** for SC / ST / VJ-A, NT-B-C-D/PWD candidates. Clerical grade fees is **Rs.1180/- (with GST)** for General/OBC/SBC/ EWS/SEBC Candidates and **Rs.590/- (with GST)** for SC / ST / VJ-A, NT-B-C-D/PWD candidates. The fee is to be paid through NEFT mode only. **No Cash or any other mode of payment will be accepted.**

Payment of recruitment fees should be done to the following Account:

Beneficiary Name	Service Charges Received.
Bank Name	The Maharashtra State Co-operative Bank Ltd., Mumbai.
Type of Account	Current Account.
Bank Address	Sir Vithaldas Thackersey Smruti Bhavan, 9, Maharashta Chamber of Commerce Lane, Fort, Mumbai – 400001. Ph.No. 022-22800676 / 682.
Banking Current Account No.	**0002117030003304.**
IFS Code	MSCI0082002

12. The candidates are required to ensure that correct and complete information is given by them while submitting the application form. Incomplete application forms will not be considered for processing and as such fees will be forfeited.
13. Bank reserves the right to modify the required numbers of posts as per its requirement.

14. **Examination:**

   a. The On-line written test shall be conducted at the centers to be designated at a later date, which will be communicated to short listed candidates.
   b. The venue and address will be indicated in the call letters separately.
   c. No request for the change of venue / date for the On-line written test shall be entertained. No communication will be made by the Bank in this respect.
   d. The MSC Bank also reserves the right to allot the candidates to any center other than the one he / she has opted for.
   e. Candidate will appear for the exam at an examination centre at his/ her own risks and expenses, MSC Bank will not be responsible for any injury or losses etc. of any nature.
   f. The MSC Bank reserves the right to cancel the On-line written examination.
   g. After online written test, Bank will be conducting "Computer Proficiency Test" for all the shortlisted candidates.
   h. Personal interview will be communicated separately.
   i. If sufficient number of candidates does not opt for a particular center for "On-line" Written Test OR if the number of the candidates is more than the capacity available for On-line exam for a center, MSC Bank reserves the right to allot any other center to the candidate.

15. How to Apply :

Interested and eligible candidates may please submit offline application in the prescribed format as in **Annex-I** along with all the necessary documents and testimonials. The application should be sent in a sealed cover. (Superscribe as **Application for the Post of _____ Post Code _____Category _____)** to:

The Manager,
 HRD&M,
The Maharashtra State Co-operative Bank Ltd., Mumbai
Sir Vithaldas Thackersey Smruti Bhavan,
9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai 400001,
Post Box No.472

16. Note:

Candidates have to produce original photo identity proof and submit photocopy of the photo identity proof along with On-line Examination call letter as well as the Interview Call Letter while attending the examination / interview respectively, without which they will not be allowed to take up the examination / interview. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should **exactly** match the name as appearing on the photo identity proof. Female candidates who have changed first/ last / middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof the candidate will not be allowed to appear for the examination. **In case of candidates who have changed their name will be allowed only if they produce Gazette notification / their marriage certificate / affidavit.**

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Sd/-

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Date: 24/02/2020

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(Dr. Ajit R. Deshmukh)
Managing Director

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