

Bank Of India Officer Syllabus || Check Credit Officer, Credit Analyst & Other Posts Exam Pattern

Bank Of India Officer Exam Pattern

Name of the Subjects	Maximum Marks	Time Duration
English Language	50	150 Minutes
Professional Knowledge	75	
General Awareness with Special reference to Banking Industry	50	

Bank Of India Syllabus Officer

English Language

- Error Correction
- Idioms & Phrases
- Verb
- Sentence Rearrangement
- Fill in the Blanks
- Synonyms
- Adverb
- Subject-Verb Agreement
- Unseen Passages
- Comprehension
- Tenses
- Grammar
- Articles
- Antonyms
- Vocabulary

General Awareness With Banking Industry

- General politics
- Sports
- knowledge about India and its Neighborhood
- Economy

- Budget facts and Five-year plans
- Economy, Banking, and Finance
- History
- Countries and Capitals
- Culture
- Geography
- Scientific research
- Important Financial and Economic news
- Countries and Capitals
- Science and innovations

Professional Knowledge

Economics

- Micro and macroeconomics concepts
- Money market
- Updates related to money market and RBI policies
- Capital market

Management accounting

- Cash Flow Statement
- Standard Costing and Variance Analysis
- Process Costing
- The material, Labour Cost and Overhead Cost Output or Unit Costing (Cost Sheet)
- Cost of capital
- Analysis
- Contract Costing
- Capital budgeting
- Marginal (Variable) Costing and Cost-Volume-Profit
- Job and Batch Costing
- Capital structure
- Sources of finance
- Budgeting and Budgetary Control
- Ratio analysis
- Financial Statement Analysis
- Funds Flow Statement

Corporate accounting

- Redemption of preference shares
- Redemption of preference shares
- Issuance of shares
- Dividend distribution
- Acquisition of business and profits before Incorporation

- Issue, Forfeiture, and Re-issue of Shares
- Guidelines of SEBI
- Issue and redemption of debentures
- Valuation of Goodwill and Shares
- Underwriting
- Accounting for Amalgamation of Companies
- Divisible profits and Bonus issues
- Final accounts: of Companies

Basic Accounting

- Functions and working of RBI, IRDA, and SEBI
- Accounting principles and concepts – read accounting standards book by ICAI (Important)

Business law

- Partnership act
- Factories act
- Industrial disputes act
- Negotiable instruments
- Gratuity act
- Labour law
- Company law (Go through all these laws with amendments)
- Contract act
- Provident fund

Cost accounting concepts (basics)

- Social accounting
- Cost volume profit analysis
- Marginal costing
- Overview of Cost Accounting
- Cost sheet, working capital
- Inventory Valuation
- Absolute costing
- Target Costing
- Constraint Analysis
- Activity-Based Costing
- Transfer Pricing
- Forecasting