

THE NAINITAL BANK LIMITED
(Regd. Office: G.B. Pant Road, Nainital)

Requires

MANAGEMENT TRAINEES

Eligibility Criteria:

- i. **Age-** Candidate should be in the age group of 21-27 years as on 30.06.2014. Upper age limit may be relaxable by -5- years in case of suitable SC/ST candidates, subject to production of Caste Certificate to the satisfaction of the Bank.
- ii. **Qualification- Graduation** with minimum **60% marks** and **Post Graduation** with **minimum 55% marks** in any stream (Arts/Science/Commerce/Management/ Agriculture/Information Technology/ Computer Science/ Law/HRM) from recognized University/ Institute. The SC/ST candidates will be given relaxation of 5% in the minimum required percentage of marks. Proficiency in Computer Operations and knowledge of Hindi & English both languages are essential.
- iii. **Fee: Rs. 800.00** (Rupees eight hundred only) in case of general candidates and **Rs. 400.00** (Rupees four hundred only) in case of SC/ST candidates against proof of caste certificate, as above. The required fee is to be remitted through NEFT as per details given below:

Beneficiary	: The Nainital Bank Limited
Branch	: Mall Road Branch, Nainital
Type of Account	: Current Account
Account No.	: 100214
IFC Code	: NTBL0NAI001

Proof of payment of fee with MUR No./ NEFT Sequence No. be appended with the application form.

- iv. **Remuneration-** During the period of two years' assignment, as Management Trainee, shall be eligible for consolidated lump-sum amount of **Rs. 18,000.00** per month in the first year and **Rs. 23,000.00** per month in the second year. The selected Management Trainees, after completion of active Two Years satisfactory assignment as Management Trainee and found suitable shall be absorbed in Bank's service as DRO's in Officers Grade/Scale-I, at sole discretion of the Bank.

Other conditions-

- (1) Eligible short listed candidates will be required to appear for personal interview at place and date notified by the Bank, at their own expenses.
- (2) The Candidates may down load Application Form for this purpose from the link and required information/details/ be sent therein together with self- attested requisite documents as proof of academic qualification, date of birth, post qualification experience (if any) and Caste etc. Incomplete Application in any manner and also

not supported with required documents shall be rejected straight way, without written information in this regard. Request for acceptance of supportive documents, if any, not appended with application at later stage shall not be entertained at any cost. **The Candidates should ensure that information in appended application are in typed form only.** Hand written Application either in full or in part shall not be considered and shall be liable to be rejected, without assigning any reason.

- (3) Before dispatch, the Candidates must ensure mention of **“Application for Management Trainee”**, on the top of front side of envelope in bold letters. **Last date of receipt of application is July 20, 2014.**
- (4) **Application fee is non- refundable.** This is the duty of the candidate to ensure that he/she fulfills eligibility criteria in all respect. Reasons for rejection of application shall not be communicated by the Bank in writing. However, list of rejected application shall be displayed on Bank’s web-site. No correspondence will be entertained in this regard.
- (5) **Mere eligibility does not confer any right upon the candidate to be called for personal interview. The Bank reserve the right to short list amongst eligible candidates** applied for Management Trainee, in case applications are received in huge number.
- (6) **Mention of e-mail ID of candidate, applying for Management Trainee, is compulsory [Please refer serial Number 5 of Application]. Application without valid e-mail ID shall be rejected as all communiqué in this regard to all eligible candidates shall be made by the Bank through e-mail only.**
- (7) Selected Management Trainees may be allotted/assigned any of the Branch/ office of the Bank, present or future at sole discretion and emerging exigencies of the Bank.
- (8) **It is duty of the Candidate to visit regularly his/ her e-mails, as all information connected with subject matter shall only be sent by the Bank on e-mail ID only, provided by the Candidate in appended Form.** No separate communication by Post/ Courier shall be made by the Bank in this regard.

Eligible candidates may send their duly filled and signed application in a closed envelope addressed to:

The Vice President [HRM], The Nainital Bank Limited, Head Office, Seven Oaks Building, Mallital, Nainital, Uttarakhand – 263 001 on or before July 20, 2014. Applications received after July 20, 2014 shall be liable to be rejected.

Place- Nainital

Date- June 20, 2014

APPLICATION FORM FOR MANAGEMENT TRAINEE

[illegible]

5. CONTACT INFORMATION:

STD CODE	TELEPHONE NO.	MOBILE NO.	EMAIL IDs*

***legible valid e-mail ID is compulsory.**

6. PERMANENT ADDRESS (Leave one box blank between two parts of your address)

[illegible]

7. NATIONALITY: _____

8. MENTION **M** IN CASE OF MALE and **F** IN CASE OF FEMALE IN BOX:

(i) **GENDER:** MALE ☐ FEMALE ☐

MENTION **S** IN CASE OF SINGLE and **M** IN CASE OF MARRIED IN BOX:

(ii) **MARITAL STATUS:** SINGLE ☐ MARRIED ☐

9. **CATEGORY:** GEN ☐ OBC ☐ SC ☐ ST ☐

10. ARE YOU A PERMANENT EMPLOYEE OF NAINITAL BANK LIMITED

(Indicate by tick mark in appropriate box) YES ☐ NO ☐

If yes, indicate your Name and Branch:

11. DETAILS OF RELATIVE WHO IS SERVING WITH NAINITAL BANK LIMITED

If yes, mention his Name, Designation and Place of Posting:

12. LANGUAGES KNOWN:

(1) _____ (2). _____ (3) _____

13. **PARTICULARS OF NON REFUNDABLE FEES PAID:** (ONLY THROUGH **NEFT**- Rs.800/-for GENERAL Candidates and Rs.400/- in case of SC/ST candidates).

(SC/ST CANDIDATES MUST ENCLOSE SELF ATTESTED COPY OF CASTE CERTIFICATE WITH THIS APPLICATION WITHOUT WHICH CASTE CLAIM WILL NOT BE ACCEPTED)

Amount Remitted through NEFT	Date of Remittance	Name of the Bank/ Branch through which the NEFT is made.	MUR No./ NEFT Sequence No.

Attach proof of payment of Application Fee.

14. (A) **.EDUCATIONAL /PROFESSIONAL QUALIFICATION** (From SSC onwards) (As on June 30, 2014). Relevant proof by way of attested photo copy of the documents for comparing % of marks, copy of degrees/ mark sheets of Graduation/ Post Graduation be submitted along with the application.

Name of Degree/ Post Graduate Degree(s) Passed	Name of University/ Institution Studied	Subjects	Month & Year of Passing	Marks Obtained/ Out of	% of Marks

(If space is insufficient, please attach a separate sheet)

15. (B). **PROFICIENCY AND KNOWLEDGE OF COMPUTER OPERATIONS.**

Brief description of job handled. (Please attach copy of certificate relating to Computer qualification).

16. **PARTICULARS OF POST QUALIFICATION EXPERIENCE** (if any) As on 30.06.2014: (Starting from the present employment).

Name & Address of	Post Held	Period of Service (Give	Length of Service	Nature of Duties	Reasons for Leaving
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Employer		details)				Performed	Service
		FROM	TO	YEAR	MONTH		

(If space is insufficient, please attach a separate sheet)

(Copies of Experience Certificate (s) giving details such as designation, period, nature of duties etc. should be enclosed.

17. ANY OTHER ADDITIONAL INFORMATION: (Extra curricular activities including awards, achievements etc.)

DECLARATION

I hereby certify that the information furnished heretofore are correct to the best of my knowledge and belief. Nothing material has been concealed nor any thing contained heretofore is false in any manner. I am aware, that in case, any of the information is found false subsequently, my candidature my assignment as Management Trainee or after absorption in Bank service in regular cadre after completion of assignment, I shall be liable to be terminated / dismissed immediately without any service benefit and without notice or reason therefor, subject to other consequential legal actions.

I also understand that if I do not fulfill the eligibility criteria as stipulated in the advertisement, Bank shall be at liberty to reject my application, without any written communication in this regard.

I have read and understood terms & conditions in the advertisement given by the Bank.

Place: _____

Date: _____

SIGNATURE OF APPLICANT

Important:

***Please ensure to fill your valid e-mail id at Point No. 5 which is compulsory, failing which application shall not be considered.**

Incomplete application in any manner that is to say- application not filled properly, without Photograph, Signature, Caste Certificate, Fee details, Proofs of Date of Birth and Educational Qualification, without valid e-mail ID, Phone/ mobile number, proof of Proficiency and Knowledge of Computer Operations etc., and received after expiry of stipulated date shall be rejected at the sole responsibility of the candidate.