

Human Resource Department, Manpower Planning and Recruitment Division,
Central Office, Mumbai
Phone No.022-22896240

NOTIFICATION FOR RECRUITMENT OF ULA HEADS IN RESPECTIVE DOMAIN AT MIDDLE MANAGEMENT POSITIONS ON CONTRACTUAL BASIS

Online Registration of Application: From 22.11.2023 to 21.12.2023

Union Bank of India invites applications from Indian citizen for appointment to the following Union Learning Academy (ULA) Heads in respective Domain for Middle Management positions. Candidates are requested to apply online through 'prerna.unionbankofindia.co.in/career'.

- All correspondence will be made only on the email ID mentioned by the candidate in their online application form and the same has to be kept active for receiving communication viz., call letters/Interview Dates/advices etc.
- Candidates are required to upload latest CV failing which their application/candidature will not be considered for shortlisting/ interview.
- Short listing will be provisional without verification of documents. Candidature will be subject to verification of all details/ documents with the original when a candidate reports for interview (if called).
- Before applying the candidates should ensure that they fulfill the eligibility criteria for the post as on the date of eligibility. In case a candidate is called for interview and is found to be not satisfying the eligibility criteria (Age, Educational Qualification and Experience etc.) he/ she will not be allowed to appear for the interview. Further, if, at any stage, it is found that any information furnished in the ON-LINE application is false/ incorrect or if according to the Bank, the candidate does not satisfy the eligibility criteria for the post, his/ her candidature will be cancelled and he/she will not be allowed to appear for the interview / joining.
- Candidates are advised to check Bank's website 'www.unionbankofindia.co.in' under "Recruitments" > "Careers Overview" link regularly for details and updates (including the list of shortlisted/ selected candidates). The Call (letter/ advice), where required, will be sent by e-mail only (no hard copy will be sent).
- Candidates are requested to apply only ON-LINE through link 'prerna.unionbankofindia.co.in/career'. No other mode of submission of application will be accepted by the Bank.

Help Facility: In case of any problem in filling up the form, complaints may be made at email id recruitment@unionbankofindia.bank. Do not forget to mention "Union Bank of India - Recruitment for the post of ULA Heads on contractual basis" in the subject of the email.

1. DETAILS OF POSTS /VACANCY/ AGE/PLACE OF POSTING/SELECTION PROCESS

| SN | Position Name | Total Vacancy | Location | Category-wise Vacancy | | | | | | Age as on (01/11/2023) | | Age relaxation |
|---|-----------------------------|---------------|-----------|-----------------------|----------|-----------|----------|----------|------------|------------------------|-----|---|
| | | | | UR | SC | ST | OBC | EWS | PWD | Min | Max | |
| UNION LEARNING ACADEMY (ULA) Heads | | | | | | | | | | | | |
| 1 | Corporate & Treasury | 1 | Gurugram | 1 | -- | -- | -- | -- | -- | 30 | 50 | Maximum 2 Years relaxation for candidates beyond 50 years of age with additional L&D experience in Corporate & Treasury domain |
| 2 | Credit & Policy | 1 | Lucknow | -- | -- | -- | 1 | -- | -- | 30 | 50 | Maximum 2 Years relaxation for candidates beyond 50 years of age with additional L& D experience in Bank Credit & policy domain |
| 3 | Operational Excellence | 1 | Hyderabad | -- | -- | -- | 1 | -- | -- | 30 | 50 | Maximum 2 Years relaxation for candidates beyond 50 years of age with additional L&D experience in banking operations. |
| 4 | People Excellence | 1 | Bengaluru | 1 | -- | -- | -- | -- | -- | 30 | 50 | Maximum 2 Years relaxation for candidates beyond 50 years of age with additional L&D experience in Human resource management. |
| 5 | Risk Excellence | 1 | Bengaluru | 1 | -- | -- | -- | -- | -- | 30 | 50 | Maximum 2 Years relaxation for candidates beyond 50 years of age with additional L&D experience in risk management |
| 6 | Rural & Financial Inclusion | 1 | Hyderabad | -- | 1 | -- | -- | -- | -- | 30 | 50 | Maximum 2 Years relaxation for candidates beyond 50 years of age with additional L&D experience. |
| 7 | Strategy & Finance | 1 | Gurugram | -- | -- | -- | -- | 1 | (1) | 30 | 50 | Maximum 2 Years relaxation for candidates beyond 50 years of age with additional L&D experience strategy & finance domain. |
| Total Vacancies | | 7 | | 3 | 1 | -- | 2 | 1 | (1) | | | |

ABBREVIATIONS: CATEGORY UR: Unreserved, EWS: Economically Weaker Sections, OBC: Other Backward Classes, SC: Scheduled Caste, ST: Scheduled Tribe, PWBD: Person with Benchmark Disability

The category wise breakup for the posts will be as per extant Govt. guidelines / Bank's rules. The Bank reserves its right to interchange the number of reserved vacancies in various categories as per Government Guidelines. The reservation under PWD is for (OC- Orthopedically Challenged).

The Bank reserves the right to increase/ decrease the number of vacancies or cancel the above contractual recruitment in part or full as per Bank's requirement without assigning any reason thereof. DETAILS OF EDUCATIONAL QUALIFICATION/ OTHER QUALIFICATIONS/ EXPERIENCE:

| S No. | POST | Educational Qualification | Experience |
|---|--|---|---|
| UNION LEARNING ACADEMY (ULA) HEADS | | | |
| 1 | ULA Head - Corporate & Treasury | <ul style="list-style-type: none"> ➤ Master's degree. Preference will be given to finance, business administration, accounting, economics etc ➤ Professional certifications such as CA, CFA, CTP, CTM, AFP CTP etc. will be an added advantage | <ul style="list-style-type: none"> ➤ Extensive experience (8-10 years) in corporate finance and treasury management of which minimum 3 years must be at Senior Management level ➤ Additional training/ Learning & Development work experience in BFSI sector will be an added advantage ➤ Preference shall be given for experience in Banking sector |
| 2 | ULA Head - Credit & Policy | <ul style="list-style-type: none"> ➤ Master's degree in any discipline. However, preference will be given to finance, business administration, economics, accounting, etc. ➤ Professional certifications in credit management will be an added advantage. | <ul style="list-style-type: none"> ➤ Minimum of 10 years of experience in credit and policy management in the BFSI sector. ➤ Additional relevant training/ Learning & Development work experience in banking sector will be an added advantage ➤ Preference shall be given for experience in Banking sector |
| 3 | ULA Head - Operational Excellence | <ul style="list-style-type: none"> ➤ Master's degree in any discipline. ➤ Relevant professional certification in banking operations, KYC-AML, etc. will be an added advantage | <ul style="list-style-type: none"> ➤ Minimum of 10 years of experience in the BFSI sector. ➤ Relevant training/ Learning & Development experience with a focus banking operations domains will be given preference ➤ Preference shall be given for experience in Banking sector |
| 4 | ULA Head - People Excellence | <ul style="list-style-type: none"> ➤ Master's degree in human resources, Business Administration, Organizational Psychology, etc. ➤ Professional certifications in HR management, leadership development, or related fields (e.g., SHRM-CP, SPHR, CPLP, CHRP, CTMP, CTA, etc.) would be advantageous | <ul style="list-style-type: none"> ➤ Minimum of 10 years of experience in HR management, leadership development, or organizational development, preferably in the banking or financial services sector as faculty/trainer. |
| 5 | ULA Head - Risk Excellence | <ul style="list-style-type: none"> ➤ Master's degree in any discipline. Advanced degrees or certifications related to risk management, audit, vigilance, or compliance are preferred. ➤ Professional certification in related domain (e.g., FRM, CRM, CRP or equivalent certification from reputed premium institute will be an added advantage) | <ul style="list-style-type: none"> ➤ Extensive experience of minimum 10 years in risk management, internal audit, vigilance, or compliance domains in the banking sector. ➤ Relevant teaching/ Learning & Development experience with a focus on above domains will be given preference ➤ Preference shall be given for experience in Banking sector |
| 6 | ULA Head - Rural & Financial Inclusion | <ul style="list-style-type: none"> ➤ Master's degree in any discipline. Qualification in agriculture, rural development and financial inclusion will be preferred. ➤ A PHD candidate shall be given preference. ➤ Relevant professional certification in agriculture finance, financial inclusion, rural management, etc. will be an added advantage | <ul style="list-style-type: none"> ➤ Extensive experience of at least 10 years in rural and agriculture banking, with a focus on priority sector lending, high-tech agriculture credit underwriting, and appraisal of agriculture project finance and financial inclusion. ➤ Relevant teaching/ Learning & Development experience with a focus on above domains will be given preference ➤ Preference shall be given to experience in banking sector |
| 7 | ULA Head - Strategy & Finance | <ul style="list-style-type: none"> ➤ Master's degree in any discipline. However, preference will be given to finance, business administration, economics, accounting, etc. ➤ Professional certification in related domain (e.g.CA, CFA, CS or equivalent certification from reputed premium institute will be an added advantage) | <ul style="list-style-type: none"> ➤ Proven experience of minimum 10 years in strategy formulation, business process re-engineering, finance planning and accounting, business analytics and related domains, preferably within the BFSI sector. ➤ Relevant teaching/learning & development experience will be an added advantage ➤ Preference shall be given to experience in banking sector |

2. JOB SKILLS:

| Sr. No | POST | Jobs Skills |
|---|---------------------------------|---|
| UNION LEARNING ACADEMY (ULA) Heads | | |
| 1 | ULA Head - Corporate & Treasury | <ul style="list-style-type: none"> ➤ Strong understanding & in-depth knowledge of corporate finance principles, treasury operations, regulatory compliance, and industry standards. ➤ Up-to-date knowledge of the latest developments, industry trends, emerging technologies, best practices & regulatory changes in the BFSI sector. ➤ Ability to effectively communicate complex financial concepts and training materials to diverse audiences, including employees at different levels of the organization, ensuring clear understanding and knowledge transfer. ➤ Demonstrated ability to bring fresh perspectives and innovative ideas to existing training processes. ➤ Familiarity with emerging technologies and digital learning tools to enhance training delivery and engagement. |

| Sr. No | POST | Jobs Skills |
|--------|-----------------------------------|---|
| | | <ul style="list-style-type: none"> ➤ Proactive approach to research and continuous learning, keeping abreast of changes in the industry and incorporating them into the training programs. ➤ Proficiency in facilitating learning management systems (LMS), e-learning tools, and other technology platforms for training administration and delivery. ➤ Project management skills to effectively plan, execute, and monitor training initiatives within defined timelines. ➤ Proven track record in designing and delivering effective training programs, utilizing instructional design methodologies and adult learning principles. ➤ Proficiency in conducting post-training evaluations and surveys to measure the impact of L&D initiatives. ➤ Ability to adapt quickly to a dynamic environment, navigate through ambiguity, and drive change initiatives in the L&D function. ➤ Openness to adopting innovative approaches and incorporating new learning methodologies into training programs ➤ Analytical mindset with the ability to identify training needs, evaluate program effectiveness, and make data-driven decisions ➤ Learning acumen for effective decision-making and problem-solving abilities to address challenges and ensure smooth functioning of the center. ➤ Excellent communication, presentation, and facilitation skills to engage and inspire participants during training sessions. ➤ Strong interpersonal skills to build collaborative relationships with stakeholders and effectively communicate the value of new L&D approaches. |
| 2 | ULA Head - Credit & Policy | <ul style="list-style-type: none"> ➤ Strong understanding of bank credit guidelines & procedures, risk assessment methodologies, compliance requirements ➤ Proficiency with relevant banking regulations and guidelines, particularly those related to credit underwriting, credit policy, credit monitoring, recovery processes etc. ➤ Up-to-date knowledge of industry trends, emerging technologies, and best practices in the banking sector and particularly in learning & development landscape ➤ Ability to provide visionary leadership and strategic direction to the ULA & Strong managerial skills to oversee and coordinate the center's operations, resources, and staff. ➤ Skill in fostering a collaborative and inclusive learning environment within the L&D system. ➤ Learning acumen for effective decision-making and problem-solving abilities to covert challenges into opportunities and ensure smooth functioning of the L&D system. ➤ Proven track record in designing and delivering effective training programs, utilizing innovative training methodologies and adult learning principles. ➤ Competence in using learning management systems (LMS), e-learning authoring tools, and other digital learning platforms and micro learning activities like webinars, podcast, chatbot, etc. ➤ Openness to adopting innovative approaches and incorporating new learning methodologies/tools into training programs to make it more contemporary in L&D space. ➤ Project management skills to effectively plan, execute, and monitor training initiatives within defined timelines. ➤ Proficiency in conducting post-training evaluations and surveys to measure the impact of training initiatives. ➤ Strong interpersonal skills to build collaborative relationships with stakeholders and effectively communicate the value of new L&D approaches. ➤ Ability to identify & analyze training needs to develop appropriate training content, and evaluate the effectiveness of training programs. |
| 3 | ULA Head - Operational Excellence | <ul style="list-style-type: none"> ➤ Comprehensive understanding of banking regulations, compliance requirements, operational procedures, and industry best practices relevant to bank branch operations and support services. ➤ Knowledge of regulatory compliance requirements particularly related to branch operations, KYC-AML, cash management, reconciliations, customer service and grievance management, support services, security, procurement, cost optimization etc. ➤ Proven track record in designing and delivering high-impact training programs for bank staff, with a specific focus on branch operations, KYC/AML, cash management, payment settlement, currency chest operations, impersonal accounts, support services. ➤ Ability to work collaboratively with cross-functional teams and manage relationships with internal and external stakeholders. ➤ Proven leadership skills to effectively manage a training center, including supervising a team of trainers, coordinating training schedules, and ensuring smooth operations of the center. ➤ Ability to adapt to changing technologies, market trends, and customer demands in the digital banking landscape. A proactive approach to learning and staying updated with emerging practices. ➤ Experience in managing and executing L&D transformation projects within the BFSI sector. Strong project management skills to ensure training programs are delivered on time and within budget. ➤ Excellent interpersonal and relationship-building skills to engage and collaborate with various stakeholders, including bank employees, senior management, technology vendors, and regulatory authorities. ➤ Proficient in delivering engaging and effective training sessions, workshops, and seminars. Ability to communicate complex technical concepts in a clear and understandable manner to a diverse audience ➤ Strong analytical and problem-solving abilities to identify barriers/ challenges and develop innovative solutions to overcome them. ➤ Ability to think strategically and provide valuable insights and recommendations to senior management on HR transformation strategies, initiatives, and best practices. |

| Sr. No | POST | Jobs Skills |
|--------|--|--|
| 4 | ULA Head - People Excellence | <ul style="list-style-type: none"> ➤ Commitment to ongoing professional development and continuous improvement in the field of digital transformation. Willingness to explore and implement innovative training methodologies and technologies to enhance the learning experience. ➤ Strong knowledge of HR practices, employment laws, talent acquisition strategies, performance management frameworks, and learning and development methodologies. ➤ Familiarity with leadership development models, assessment tools, and coaching techniques to enhance leadership competencies. ➤ Excellent understanding of organizational dynamics, change management principles, and employee engagement strategies. ➤ Knowledge of regulatory compliance requirements related career progression, employee relations, service regulations, vigilance guidelines etc. within BFSI sector. ➤ Proven experience in designing and delivering training programs, preferably in the context of changing learning needs. ➤ Ability to work collaboratively with cross-functional teams and manage relationships with internal and external stakeholders. ➤ Proven leadership skills to effectively manage a learning academy, including supervising a team of trainers, coordinating training schedules, and ensuring smooth operations of the center. ➤ Excellent interpersonal and relationship-building skills to engage and collaborate with various stakeholders, including bank employees, senior management, technology vendors, and regulatory authorities. ➤ Proficient in delivering engaging and effective training sessions, workshops, and seminars. Ability to communicate complex L&D concepts in a clear and understandable manner to a diverse audience. ➤ Ability to think strategically and provide valuable insights and recommendations to senior management on L&D strategies, initiatives, and best practices. ➤ Commitment to ongoing professional development and continuous improvement in the field of HR transformation. Willingness to explore and implement innovative training methodologies and technologies to enhance the learning experience of employees |
| 5 | ULA Head - Risk Excellence | <ul style="list-style-type: none"> ➤ In-depth knowledge of regulatory frameworks, industry standards, and best practices pertaining to risk management, internal audit, vigilance, and compliance. ➤ Strong understanding of compliance requirements, regulatory frameworks, and industry guidelines relevant to risk management, internal audit, vigilance, and compliance functions. ➤ Proven leadership capabilities, with the ability to inspire, motivate, and develop a high-performing team. ➤ Strong organizational skills, attention to detail, and the ability to manage multiple learning initiatives simultaneously. ➤ Excellent communication, presentation, and facilitation skills to effectively convey complex concepts and facilitate learning among diverse audiences. ➤ Demonstrated ability to collaborate effectively with subject matter experts, stakeholders, and departmental leaders to identify learning objectives and align training initiatives with organizational goals. ➤ Excellent interpersonal skills, with the ability to build relationships and influence stakeholders at all levels of the organization. ➤ Proven track record of designing and implementing successful learning and development programs specifically in the areas of risk management, internal audit, vigilance, and compliance. ➤ Demonstrated experience in leading learning initiatives, managing learning projects, and driving organizational learning and development strategies. ➤ Familiarity with adult learning principles and instructional design methodologies to create engaging and impactful training materials. ➤ Sound knowledge of various learning delivery methods & familiarity with e-learning platforms, learning management systems, and technology-enabled learning solutions. ➤ Strong instructional design abilities and proficiency in delivering engaging and effective learning experiences. ➤ Strong analytical and problem-solving skills to identify learning needs, design targeted interventions, and measure learning effectiveness. ➤ Ability to assess training needs, conduct survey for analyzing skill gaps gap and develop targeted learning solutions to enhance knowledge & skill level of employees. ➤ Proficiency in utilizing learning management systems (LMS) and other learning technologies to manage and track training activities and learner progress. ➤ Strong project management skills, including the ability to prioritize tasks, manage timelines, and deliver training programs within budget constraints. ➤ Continuous learning mindset, staying updated on emerging trends, methodologies, and tools in learning and development within the banking sector. |
| 6 | ULA Head - Rural & Financial Inclusion | <ul style="list-style-type: none"> ➤ In-depth knowledge of rural banking operations, agriculture financing products and services, agricultural credit risk assessment and mitigation strategies, and regulatory frameworks related to rural banking, agriculture financing and financial inclusion. ➤ Familiarity with high-tech agriculture credit underwriting techniques, including the assessment of technological innovations and their impact on agricultural productivity and profitability. ➤ Strong understanding of the social, economic, and environmental factors influencing rural and agricultural development. ➤ Proactive, self-motivated, and adaptable to changing business needs and market dynamics in the rural banking and agriculture sectors. ➤ Knowledge of changing business needs and market dynamics in the rural banking and agriculture sectors ➤ Proven experience in designing and delivering training programs, preferably in the context of rural banking, agriculture financing & financial inclusion. |

| Sr. No | POST | Jobs Skills |
|--------|-------------------------------|--|
| | | <ul style="list-style-type: none"> ➤ Ability to work collaboratively with cross-functional teams and manage relationships with internal and external stakeholders. ➤ Proven leadership skills to effectively manage a training center, including supervising a team of trainers, coordinating training schedules, and ensuring smooth operations of the center. ➤ Ability to adapt to changing technologies, market trends, and customer demands in the changing banking landscape. A proactive approach to learning and staying updated with emerging practices. ➤ Excellent interpersonal and relationship-building skills to engage and collaborate with various stakeholders, including bank employees, senior management, technology vendors, and regulatory authorities. ➤ Proficient in delivering engaging and effective training sessions, workshops, and seminars. Ability to communicate complex technical concepts in a clear and understandable manner to a diverse audience. ➤ Strong analytical and problem-solving abilities to identify barriers and challenges to HR transformation and develop innovative solutions to overcome them. ➤ Ability to think strategically and provide valuable insights and recommendations to senior management on HR transformation strategies, initiatives, and best practices. ➤ Commitment to ongoing professional development and continuous improvement in the field of rural & agribusiness. Willingness to explore and implement innovative training methodologies and technologies to enhance the learning experience. |
| 7 | ULA Head - Strategy & Finance | <ul style="list-style-type: none"> ➤ In-depth knowledge of strategy formulation, financial management principles, financial planning & accounting practices, capital budgeting, and business analytics within the context of the banking industry. ➤ Understanding of budgeting processes, financial analysis, and performance measurement within a banking environment. ➤ Awareness of emerging trends, technologies, and innovations in the strategy and finance domain. ➤ Familiarity with the EASE framework and its implementation in the banking sector. ➤ Knowledge of the banking industry's strategic initiatives and priorities, especially in the context of public sector banks in India. ➤ Familiarity with regulatory frameworks, compliance requirements, and best practices in the banking and financial services industry. ➤ Proven experience in designing and delivering training programs for diverse audiences, including executives, managers, and staff members, with a focus on strategy and finance-related topics. ➤ Ability to work collaboratively with cross-functional teams and manage relationships with internal and external stakeholders. ➤ Proven leadership skills to effectively manage a training center, including supervising a team of trainers, coordinating training schedules, and ensuring smooth operations of the center. ➤ Ability to adapt to changing technologies, market trends and customer demands in the changing banking landscape. A proactive approach to learning and staying updated with emerging practices. ➤ Experience in managing and executing projects preferably within the BFSI sector. Strong project management skills to ensure training programs are delivered on time and within budget. ➤ Excellent interpersonal and relationship-building skills to engage and collaborate with various stakeholders, including bank employees, senior management, technology vendors, and regulatory authorities. ➤ Proficient in delivering engaging and effective training sessions, workshops, and seminars. Ability to communicate complex technical concepts in a clear and understandable manner to a diverse audience. ➤ Strong analytical and problem-solving abilities to identify barriers and challenges to HR transformation and develop innovative solutions to overcome them. ➤ Ability to think strategically and provide valuable insights and recommendations to senior management on HR transformation strategies, initiatives, and best practices. ➤ Commitment to ongoing professional development and continuous improvement in the field of digital transformation. Willingness to explore and implement innovative training methodologies and technologies to enhance the learning experience. |

- I. The number of vacancies, including reserved vacancies mentioned above are provisional and may vary according to the actual requirement of the Bank.
- II. The educational qualification prescribed for various posts are the minimum. Candidate must possess the qualification and relevant full-time experience as on specified dates.

1. How to Apply:

Candidates are requested to apply only ON-LINE through Bank's website "www.unionbankofindia.co.in". No other mode of submission of application will be accepted by the Bank. For registration log on to the Bank's website "www.unionbankofindia.co.in" and on the Home Page under the link "Recruitment" click the Notification titled "NOTIFICATION FOR RECRUITMENT OF ULA HEADS IN RESPECTIVE DOMAIN AT MIDDLE MANAGEMENT POSITIONS ON CONTRACTUAL BASIS".

There will be two links available on the page.

- 1.1 Click on the link "Notification" to download the Notification
- 1.2 Read the notification carefully and if found eligible to apply, click on the link 'prerna.unionbankofindia.co.in/career'.

Candidates are advised to check Bank's website 'www.unionbankofindia.co.in' under "Recruitments" > "Careers Overview" link regularly for details and updates (including the list of shortlisted/ selected candidates). The Call (letter/ advice) will be sent by e-mail only (no hard copy will be sent).

All revisions/ corrigendum (if any) will be hosted on the bank's website only.

Help Facility: In case of any problem in filling up the form, concerns may be raised at email id recruitment@unionbankofindia.bank. Do not forget to mention "NOTIFICATION FOR RECRUITMENT OF ULA HEADS IN RESPECTIVE DOMAIN AT MIDDLE MANAGEMENT POSITIONS ON CONTRACTUAL BASIS" in the subject of the email.

2. REMUNERATION:

The remuneration will be offered based on candidate's qualifications, experience and overall suitability for the respective posts based on the negotiations and shall not be a limiting factor for suitable candidate. The compensation will be on CTC basis.

The contractual employee will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source. The amount of compensation being cost to the Bank will be inclusive of any statutory payments that Bank may be required to pay on behalf of the contractual appointee.

3. NATURE OF EMPLOYMENT:

Nature of employment will be contractual. Initially, the Contractual Engagement will be for the period of 3 years, with periodic performance review. The term of engagement may be extended at the sole discretion of the Bank for a period of one year at a time subject maximum contractual term of five years.

4. SELECTION PROCEDURE:

- (i) The selection will be based on shortlisting and interview. Mere fulfilling minimum qualification and experience will not vest any right to the candidate for being called for interview.
- (ii) The Screening Committee constituted by the Bank will decide the shortlisting parameters and thereafter, adequate number of candidates, as decided by the Bank will be shortlisted and called for interview.
- (iii) The decision of the bank to call the candidates for the interview shall be final. No correspondence will be entertained in this regard.
- (iv) The Application number of candidates shortlisted for interview & subsequent selection shall be published on Bank's website. Intimation/ call letter for interview will be sent by email only. **NO HARD COPY WILL BE SENT.**
- (v) The final appointment will be based on the decision of the Selection Committee constituted for the purpose.

5. CALL LETTER FOR INTERVIEW:

Intimation/ call letter for interview will be sent by email. **NO HARD COPY WILL BE SENT.**

6. APPLICATION FEE: N.A.

7. CUT-OFF DATES FOR ELIGIBILITY:

- a) The Cut-off Date for the purpose of eligibility in **Age criteria** shall be the 1st day of the month in which online registration commences i.e. 01.11.2023.
- b) The Cut-off date for the purpose of eligibility in respect of **Educational Qualification** shall be the last date for online registration as notified i.e. 21.12.2023.
- c) Candidates belonging to OBC category but coming under creamy layer and/ or if their caste does not find place in the Central List are not entitled to OBC reservation.
- d) The cut-off date for Post qualification experience will be the last date of online registration given in this notification i.e. 21.12.2023.
- e) Relaxation in Upper Age Limit:

| SN | Category | Age |
|----|---|----------|
| 1 | Scheduled Caste / Scheduled Tribe | 5 years |
| 2 | Other Backward Classes (Non-creamy layer) | 3 years |
| 3 | Persons with Benchmark Disability (PWBD) - a. Visually Impairment (VI) - Blindness and Low Vision; b. Hearing Impaired (HI) - Deaf and Hard of Hearing; c. Orthopedically Challenged (OC) - Locomotor Disability (One Arm - OA, One Leg -OL, Both Legs -BL, One Arm & One Leg -OAL), Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy; d. <i>Intellectual Disability (ID)</i> - Intellectual Disability (Autism Spectrum Disorder, Specific Learning Disability and Mental Illness) & Multiple Disability; e. Multiple Disabilities means disability amongst clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities. | 10 years |
| 4 | Ex-Servicemen, Commissioned Officers, including Emergency Commissioned Officers (ECOs)/Short Service Commissioned Officers (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 one year from the date of notification) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or physical disability attributable to military service or invalidment. | 5 years |
| 5 | Persons affected by 1984 riots | 5 years |

Note: The relaxation in upper age limit to SC / ST / OBC applicants is allowed on cumulative basis with only one of the remaining categories for which age relaxation is permitted as mentioned above. However, it is subject to a maximum upper age limit of 50 years. The applicants, who are coming under creamy layer, are not entitled to the benefits of OBC reservation and such applicants shall be categorized under General / Unreserved.

Note: Definition of the above specified disabilities will be as per "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016" and other government guidelines. A person who wants to avail the benefit of reservation will have to submit a disability certificate issued by a Competent Authority as per Government of India Guidelines. Such certificate will be subject to verification/re-verification as may be decided by the Competent Authority.

8. GENERAL INSTRUCTIONS:

- i. Decision of the Bank in all matters regarding eligibility of the applicant, the stages at which such scrutiny of eligibility is to be undertaken, documents to be produced, Personal Interview, selection and any other matter relating to recruitment will be final and binding on the applicant. While applying for the post, the applicant should ensure that he / she fulfills the eligibility and other criteria mentioned above and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that applicant does not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information/ document or has suppressed any material fact(s), his / her candidature

will automatically stand cancelled. If any of the above shortcoming(s) is / are detected even after recruitment, his/her contract is liable to be terminated without any notice.

- ii. Candidates will have to appear for the GD/interview/Selection Process at their own expense.
- iii. Candidates serving in Govt./Quasi Govt. offices, Public Sector undertakings including Nationalized Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.
- iv. In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.
- v. Before appointment in the Bank, a proper unconditional discharge certificate from the previous/present employer(s) will have to be produced by the applicant.
- vi. The staff on contract shall not be entitled to any superannuation benefits viz., Provident Fund, Pension, Gratuity, etc.
- vii. Intimations, wherever required will be sent by email registered in the online application form. Bank shall not be responsible if the information/ intimations do not reach candidates in case of change in the mobile number, email address, technical fault or otherwise, beyond the control of Bank. Candidates are advised to keep a close watch on the authorized Bank's website www.unionbankofindia.co.in for latest updates.
- viii. All further announcements/Addendum or Corrigendum (if any)/details pertaining to this process will only be published/ provided on authorized Bank's website www.unionbankofindia.co.in from time to time under "Recruitments" > "Careers Overview" link. No separate communication/intimation will be sent to the candidates who are not shortlisted/not selected in the process. All notification/communication placed on the Banks' website shall be treated as initiation to all the candidates who have applied for the said project.
- ix. The Bank reserves the right to alter, modify or change the eligibility criteria and / or any of the other terms and conditions spelt out in this Notification.
- x. Any resultant dispute arising out of this Notification shall be subject to the sole jurisdiction of the Courts situated in Mumbai.
- xi. Bank reserves the right to cancel the recruitment process entirely at any stage.

Mumbai
21st November 2023

VERTICAL HEAD (HR)