Repco Bank a Government of India Enterprise invites applications from eligible candidates for the following posts. The salary structure of employees of the bank is at par with IBA norms.

1.Name of the Post/Grade/Nature of Engagement /Vacancy/Age/ Selection process:

S. No.	Post	Grade	Nature of Engagement	Vacancy	Age As on 30.09.2024	Selection process
1	Manager – IT (Hardware & Networking)	Scale-II	Regular	1	Maximum 40 years	Short listing and interview
2.	Assistant Manager IT (Software)	Scale-I	Regular	3	Maximum 30 years	Written exam and interview
3.	Assistant Manager (Legal)	Scale-I	Regular	2	Maximum 30 years	Written exam and interview

Note: i) Bank reserves the right to cancel the recruitment process entirely at any stage.

ii) Only Indian Nationals are Eligible to apply

iii) Maximum age indicated is for unreserved and EWS category. Relaxation in upper age limit will be available to reserved category candidates as follows:

Category	Age relaxation
SC/ST	5 years
OBC	3 years
Ex-servicemen	5 years

Reservation norms are applicable as per Govt.Policy.

Note: Cumulative age relaxation will not be available either under the above items or in combination with any other items.

2. Details of Educational Qualification and Experience:

Post	Educational Qualifications (as on 30.09.2024)	Experience (as on 30.09.2024)
Manager IT – Hardware & Networking	B.E / B.TECH / M.Sc. Computer Science / Information Technology / M.C.A from a recognized	**Minimum 3 years experience in System / Network Administration.** **Preferred Skills:** Ability to administer NG Firewalls, Routers,

	university.	Virtual Private Networks (VPNs) and other Security Tools.
	Preferable qualification: Postgraduate Degree/ Diploma in Information Security /Cyber security.	Knowledge in vulnerability assessment and penetration testing, ethical hacking skills, Information systems Audit, Networking, Server Administration and Operating Systems.
Assistant Manager IT (Software)	B.E / B.TECH / M.Sc. Computer Science or Information Technology / M.C.A with minimum of 60% marks from a recognized university.	**Minimum of 2 years as Software Developer in: .NET /Angular Developer** **Preferred Skills**: Angular 8 or above, .NET Web API, C# & SQL Server. ➢ Knowledge and experience in report Developments using reporting tools is Preferable (Or) **Mobile Developer - Flutter** ➢ Developing mobile Apps in Flutter with Dart programming language and Publishing Apps in Google Play store and Apple Appstore.
Assistant Manager (Legal)	A Graduate in Law from a recognized university and a member of Bar council of concerned state. Preference will be given to candidates who have done PG in Law.	➢ Minimum of 2 years of experience in handling Banking related laws. (Preference shall be given to candidates having experience in any Bank or Financial Institution) ➢ In-depth knowledge of Indian laws and regulations. **Job Summary:** We are seeking an experience Legal professional with expertise in Legal and recovery proceedings to join our financial institution. The Assistant Manager – Legal, shall be responsible for handling legal matters related to Banking legal and Recovery laws and involve in representing the institution in arbitration proceedings, providing legal advice and ensuring compliance with applicable laws and regulations. **Responsibilities:** ➢ Represent the financial institution in arbitration proceedings, including drafting and filing necessary legal documents. ➢ Conduct research and analysis on legal issues related to arbitration and provide timely advice

		to management.
		➤ Assist in the preparation of legal strategies and arguments for arbitration cases.
		➤ Collaborate with internal teams to gather relevant information and evidence for arbitration proceedings.
		➤ Monitor changes in Indian laws and regulations related to arbitration and provide updates to management.
		➤ Maintain accurate records of arbitration cases, including documentation of proceedings and outcomes.
		➤ Liaise with external legal counsel, as and when necessary, to ensure effective representation in arbitration cases.
		➤ Execution of Arbitral Awards, Preparing the execution application and other notices.

Note : Degree obtained from Open University is not recognized for the recruitment process.

3. Remuneration:

Post	Grade	Pay scale
Assistant Manager IT (Software) & Legal	Scale-I	Rs. 48480 – 2000/7 – 62480 – 2340/2 – 67160 – 2680/7 – 85920.
Manager IT (Hardware & Networking)	Scale-II	Rs.64820 – 2340/1 – 67160 – 2680/10 – 93960.

4. Selection Procedure:

The selection will be based on short listing / written exam and interview as applicable to the above mentioned post.

i) Mere fulfilling minimum qualification and experience will not vest any right in candidate for being called for written exam / interview. Committee constituted by the bank will decide the parameters for selection and thereafter adequate number of candidates as decided by the bank will be shortlisted for written exam / interview. The decision of the bank to call the candidates for the interview shall be final. Selection will be made on the basis of performance in the process. No correspondence will be entertained in this regard.

ii) The selected candidates will be posted at Head office or any branch of the bank.

iii) The confirmation of the new recruits will be subject to satisfactory completion of the probation period :

                        Scale – I   -   24 months
                        Scale-II   -   12 months

Management reserves the right to curtail/extend the probationary period based on performance.

iv) The date for the selection process will be communicated to the candidates through call letters. The Bank however reserves the right to cancel or make any changes in the date, if need arises.

v) The selection process will be scheduled at CHENNAI. Address of the venue will be advised in the call letter.

5. How to Apply:

i) The application fee of **Rs.1200/-** (INCLUSIVE OF GST) (NON-REFUNDABLE) must be paid by all applicants. It has to be paid by means of a Bank Pay Order or Demand Draft issued by a Scheduled Commercial Bank payable at "CHENNAI" and should be drawn in favour of **"REPCO BANK RECRUITMENT CELL"**

ii) Candidates must write his/her name and address on the reverse side of the Bank Draft/Bank Pay order. Candidates may please note that payment of application fee and/or postage charges by Cash / Cheques / Money Order/ Postal stamps etc. will not be accepted.

iii) Candidates who satisfy the eligibility norms should submit their application in Bio-data form in English, Typed on thick A4 size sheet, with one recent passport size photograph affixed on the application on the top right hand corner and indicating prominently in Bold letters the post for which he/she is applying at the Top. The format of the Application form is available in Bank's website **www.repcobank.com.**

iv) **The duly filled in Applications along with Demand Draft should reach the Bank on or before 08.11.2024.**

v) Applications should be sent in closed envelope super scribed "FOR THE POST OF _____" to the following address:

        The Additional General Manager (Admin),
        Repco Bank Ltd, P.B.No.1449,
        Repco Tower,
        No:33, North Usman Road,
        T.Nagar, Chennai – 600 017.

vi)   Repco Bank reserves the right to reject any application, before, during or after interview, if found not satisfied the recruitment /eligibility criteria for the post which he/she has applied.

6. General Instructions:

a) Before applying for the post, the applicant should ensure that he/she fulfills the eligibility and other norms mentioned above for the post as on the specified date and that the particulars furnished by him/her are correct in all respects.

b) Candidates should have knowledge (to read, write and speak) of any one of the Southern India regional language viz: Tamil, Telugu, Malayalam and Kannada.

c) The Bank takes no responsibility for any delay in receipt or loss in postal transit of any application or communication.

d) The applications must be properly and completely filled. Incomplete applications will be summarily rejected.

e) Candidates applying for the above post are advised to note that if selected, they are required to execute a "Bond" with Surety for serving the Bank at least for a period of 2 years and in the event of his/her resignation from the post before this period the officer will be required to indemnify and refund the amount to the Bank.

Scale	Amount of Bond	Period
Scale – I	Rs.50000/-+10000 (Training cost) + 3 month notice period	2 years
Scale - II	Rs.100000/-+25000 (Training cost) + 3 month notice period	2 years

f) Candidates working in Govt/Semi-Govt/Govt. undertaking / Public undertaking will be required to produce **No Objection Certificate** from their employer if called for Interview, in the absence of which, his/her candidature may not be considered.

g) Candidate need not submit proof of date of birth, educational qualification, work experience, caste certificate, age relaxation, Repatriate certificate and other related documents at the time of applying for the post. All the above documents should be submitted at the time of Interview only if they are called for or if advised to submit at any later time.

h) Candidates will have to appear for the written exam / interview at their own expenses.

i) In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and /or that he /she has furnished any incorrect/ false information or has suppressed any material facts, his/her candidature will stand cancelled. If any of

these shortcomings is /are detected even after appointment, his/her services are liable to be terminated.

j) Decisions of Bank in all matters regarding eligibility, conduct of interview, other tests and selection would be final and binding on all candidates. No Representation or correspondence will be entertained by the bank in this regard.

Place: Chennai – 17

Date: 18.10.2024   Managing Director(I/c)