

HRD: TAT: GEN: 003: 2021-22

DATE: 15.05.2021

To,

THE PLACEMENT COORDINATOR  
TRIPURA UNIVERSITY, AGARTALA  
TRIPURA

Dear Sir/Madam,

Sub: Campus Recruitment of Probationary Clerks

Greetings from The South Indian Bank Ltd.!!

This is with regard to the subject line, we The South Indian Bank Ltd. would be immensely happy to associate with your institution to conduct a recruitment drive.

As you are aware, we are a leading Commercial Bank in Private Sector with more than ₹1,42,000 crores of business providing the privileges of anywhere banking, internet banking and mobile banking to our patrons without compromising the values of traditional banking. With a success history of over 92 years, we have a national presence through the sincere efforts of a dedicated team of 8300 personnel. At present we have 878 branches, 1303 ATMs & 110 CDM/ CRM spread over all States / Union Territories.

To instil young blood into the organisation and to facilitate our business expansion, we are planning to recruit talented and bright students as **Probationary Clerks** for our branches/offices under our Kolkata Region. We look forward to recruit from the students who are completing their course in the **academic year 2020-21** from your Institution. The Probationary Clerks on joining will be trained on-the-job as well as in our Staff Training College and also in the reputed training colleges of the industry in major centres. Needless to mention, they will have to work at any branch/office of the Bank and contribute their might to the Organisational Development, which will be rewarded by fast track career advancement, based on performance and future potential.

The Eligibility Criteria for the Recruitment Process and Salary Structure (on probation) is attached herewith.

In this regard, we request you to inform the students about the recruitment process and do all the needful so that we receive the list of interested students within stipulated time. A preliminary scrutiny of the applications will be done by the Bank for short-listing the students. The details of the students, date and time for the recruitment process will be informed in due course.

Looking forward to a fruitful association.

Yours faithfully,



(Anto George T.)  
Senior General Manager – HR & Admin

Encl: Eligibility Criteria and Salary Structure (on probation).

✓ **ELIGIBILITY CRITERIA**

Under Graduates	<ul style="list-style-type: none"> <li>• Age: Not more than 22 years as on 30.04.2021. (i.e. born on or after 01.05.1999)</li> <li>• Graduation in Arts/ Science/ Commerce Stream under regular course</li> <li>• 60% marks in X/SSLC, XII/HSC.</li> <li>• 60% marks in each semester(s)/ year(s) in first attempt for the Graduation course.</li> <li>• Also required to pass the remaining semester/year with minimum 60% marks</li> </ul>
Post Graduates	<ul style="list-style-type: none"> <li>• Age: Not more than 24 years as on 30.04.2021. (i.e. born on or after 01.05.1997)</li> <li>• Post-Graduation in Arts/ Science/ Commerce Stream under regular course</li> <li>• 60% marks in X/SSLC, XII/HSC and Graduation</li> <li>• 60% marks in each semester(s)/ year(s) in first attempt for the Post Graduation course.</li> <li>• Also required to pass the remaining semester/year with minimum 60% marks</li> </ul>

✓ **SALARY STRUCTURE** (On Probation)

At present, the maximum annual CTC will be ₹ 4,63,000/- in metro cities during probation including all the monthly and annual benefits as mentioned below.

**Pay Scale (as per IBA)**

17900 - 1000/3 – 20900 - 1230/3 – 24590 - 1490/4 – 30550 - 1730/7 – 42660 - 3270/1 – 45930 - 1990/1 – 47920
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**Monthly Salary (as per IBA)**

Basic Pay	:	Rs.19,900/-
Special Allowance	:	16.4% of Basic Pay
Dearness Allowance (Quarterly Varying)	:	25.69% of Basic Pay, Special Allowance and Travel Allowance
Special Pay	:	Rs. 1,250/-
Transport Allowance	:	Rs. 600/-

**Monthly Allowance**

Canteen Allowance	:	Rs.300/-
Newspaper Allowance	:	Rs. 350/-
Conveyance	:	Rs.1400/-
House Rent Allowance	:	10.25% of Basic Pay + Special Pay

**Half - Yearly Allowance**

Closing Allowance	:	Rs.550/-
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**Yearly Allowance**

Medical Aid	:	Rs.2,355/-
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### Other Benefits

- a) On confirmation, will be eligible for all allowances and benefits applicable to Clerical cadre which are in existence or may be introduced in the Bank from time to time.
- b) Will be eligible for Performance Linked Incentive Scheme (PLIS) as per the terms and conditions existing in the Bank. As per the current norms, the maximum annual eligible amount is ₹ Rs.65,000/- as applicable to Clerical cadre.
- c) Will be eligible for Free Personal Accident Insurance benefits up to ₹30,00,000/- and Medical Insurance upto ₹3,00,000/- per annum.
- d) Will be governed by the “Defined Contributory Pension Scheme” in terms of the Bipartite settlement and amendments thereon from time to time. The said Pension Scheme will be as per the provisions of the New Pension System under Pension Fund Regulatory and Development Authority. 10% of (Basic Pay + D.A thereon) will be deducted monthly from the salary towards the Pension Fund. An equal amount will be contributed by the Bank.
- e) Will be eligible for Gratuity as per the provisions of The Payments of Gratuity Act after rendering five years of continuous service in the Bank.

### Other Terms and Conditions

On joining the service of the Bank, they have to execute an agreement to the effect that they will serve the Bank for a continuous period of 3 (three) years active service from the date of joining the bank. Further, the originals of Marklists & Certificates of X, XII, Graduation & Post Graduation (as applicable) will have to be submitted for verification and the same will be returned only after the stipulated active service from the date of joining. In case they leave the service of the Bank before the expiry of the said period, a sum of ₹75,000/- (Rupees Seventy Five Thousand only) will have to be paid towards expenses incurred by the bank for recruitment, imparting training (both in house and external training including on the job training), compensation/ liquidated damages on account of loss of opportunity for the Bank from deriving anticipated benefits out of the recruitment process, etc.

They shall not leave or discontinue your service in the Bank without first giving a Notice in writing of his/her intention to leave or discontinue the service or resign. The period of notice required shall be 3 months of continuous service without leave and the same shall be submitted to the Competent Authority.

With respect to the candidates who are provisionally selected, after the selection process, the institute shall keep informed the Bank, the results of remaining semester exams and furnish mark lists as and when the results are published. Similarly, they shall inform the Bank the completion of course and final results, when published. The candidates provisionally selected should give their acceptance in writing and they shall join the Bank as and when the provisional appointment order is given. The candidates will have to be specifically informed that the selection is only provisional and they are entitled to get offer for appointment only if they meet all the eligibility criteria stipulated by the bank, medical fitness, police clearance and satisfactory Background Verification. In case the candidate fails to meet the eligibility criteria, the provisional selection will stand nullified.

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