

**NOTIFICATION FOR APPOINTMENT AS INTERNAL OMBUDSMAN**  
**ON CONTRACTUAL BASIS**

1. UNION BANK OF INDIA, a leading Public Sector Bank, with Pan India Branch Network with Head Office in Mumbai, invites Applications for the post of **INTERNAL OMBUDSMAN** on Contractual Basis.

2. **Schedule of events:**

Opening date for Applications : **27.06.2018**  
Last Date for Applications : **07.07.2018 (upto 24.00 hrs for  
online submission)**

(Non-Refundable Application Fee Rs. 1000.00 (inclusive of GST) payable directly in the account of the Bank)

3. **Eligibility Criteria / Job Profile:**

1	POST	:	<b>INTERNAL OMBUDSMAN</b>
2	NO. OF POSTS & LOCATION	:	ONE (1) at Mumbai
3	AGE As on 01.04.2018	:	Not more than 62 years
4	QUALIFICATION	:	The candidate should have retired on superannuation as General Manager from any Public Sector Bank other than Union Bank of India.
5	WORK EXPERIENCE	:	<b>Essential:</b> The candidate should have minimum of ten years experience in the Branch and /or as Regional Manager and/or General Manager (Field Operations).
6	JOB PROFILE	:	The candidate will be directly reporting to the MD & CEO of the Bank and shall be the focal point for Internal Grievance Redressal System in terms of Damodaran Committee recommendations, so that a minimum number of complaints are escalated to the Banking Ombudsman. Internal Ombudsman will help to strengthening Customer confidence in the Internal Redressal Mechanism of the Bank.
7	LEAVE	:	During the period of contractual engagement the candidate will be eligible to avail Paid Leave @ 1 day for each completed month, maximum 12 days over a period of 12 months in a calendar year, without carry forward facilities of accumulated leave. Leave may be availed not exceeding 4 days at a stretch. Any other absence shall be treated as on Loss of Pay affecting the Fixed Component of the compensation package. The accumulated leave will lapse and cannot be encashed.
8	PAY SCALE	:	The candidate would be paid a lump sum amount of Rs. 80000/- P.M, subject to deduction of taxes as applicable. The candidate would be provided official car with personal driver and mobile set as applicable to General Manager. The candidate would not be entitled for any other perquisites, facility etc.

9	SELECTION PROCESS	:	A Personal Interview of 50 marks shall be conducted and minimum qualifying marks for the Personal Interview would be 50%.
10	TERMS OF CONTRACT	:	<p>The initial tenure of contract may be for a period of 3 years and necessary extension may be granted as per suitability criteria.</p> <p>The Bank will be entitled to terminate the contract at any time without assigning any reason whatsoever, by giving 30 days notice or on payment of fixed Component Compensation equivalent to Rs. 80000/- being equivalent to one Month's fixed component of the compensation in lieu of such Notice.</p> <p>In case the appointee desires to terminate the contract before the expiry of the contractual period of three years, he / she will have to give to the Bank clear one month's notice or make payment of Rs. 80000/- being equivalent to one Month's fixed component of the compensation in lieu of such Notice.</p>
11	MISCELLANEOUS	:	The contract will be subject to satisfactory completion of all Pre-employment formalities including Medical examination, Reference checks, Police Verification and verification of testimonials etc., as prescribed by the Bank.

#### 4. How to apply:

- a. 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 APPOINTMENT AS INTERNAL OMBUDSMAN ON CONTRACTUAL BASIS"**.
- b. There will be two links available on the page. Click on the link "Notification" to download and print the Notification, including the 'RECRUITMENT APPLICATION FEE PAYMENT CHALLAN' on page 5.
- c. Read the notification carefully and if found eligible to apply, click on the link "Application Form" to download the required Application Form.
- d. Fill in the Recruitment Application Fee payment Challan in clear and legible handwriting in BLOCK LETTERS.
- e. Go to the nearest Union Bank of India Branch with the Application Fee Challan and deposit the appropriate Application Fee in cash. Please obtain the Applicant's Counterfoil Copy of the Application Fee Payment Challan duly issued by the bank with (a) Branch Name, (b) Branch Sol ID, (c) TRANS ID, and (d) Date of Deposit filled in by the Branch Official for filling in application form and as a proof to submit alongwith duly signed hardcopy of application form.

OR

**Alternatively you can also pay the fee directly through NEFT to the credit of following account of the Bank**

Name of the account - Union Bank of India - Recruitment Project  
Type of Account - Current  
Account No. 378901010037011  
Bank & Branch - Union Bank of India, Nariman Point (MMO) Branch  
IFSC Code - UBIN0537896

**Attach proof of payment of fee through NEFT along with UTR No. and Transaction No.**

- f. Fill in the required details in the word file of the Application Format and take a print out of duly filled Application Form. Affix your latest Passport size photograph (signed across) on the application form and sign the application form at the appropriate places.
- g. Please send the following documents by email to [recruitment@unionbankofindia.com](mailto:recruitment@unionbankofindia.com) and ensure that it reaches this office by **07.07.2018 (24.00 hrs)**.
  - i. Scanned copy of duly filled and signed Application form in PDF format.
  - ii. Duly filled Soft copy of the Application as word file.
  - iii. Photocopy of the Application Fee Challan/Proof of payment through NEFT with UTR Number

Bank will send a confirmation mail to the applicant/s after receiving the application. In case any applicant does not get the confirmation mail within two working days from the date of submitting the application over mail, they may consider that their application has not reached successfully and should resend their documents as stated above. They can also enquire the status of their application by contacting Recruitment Division on 022-22896226/6240.

The Applicants are required to keep the original Application Form with them and should bring the same for submission alongwith one set of the requisite documents in support of their eligibility when called for Personal Interview. Also, ensure to bring along the Original Documents in support of eligibility and experience for verification at the time of Personal Interview.

*Note: The Bank will not be responsible if the applicant is not able to send the application within the stipulated date on account of any reason whatsoever.*

## **5. General Instructions:**

- a) 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 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.

- b) Payment of Application Fees by any other mode except by the above stated mode will not be accepted. Instruments like Demand Draft / Bankers Cheques / Indian Postal Orders received towards payment of Application Fees will not be encashed by the Bank and such instruments if received will not be returned to the applicants and the application of the candidate will not be considered.
- c) Mere submission of application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him / her right to be called for Personal Interview.
- d) Incomplete applications and / or applications without aforesaid documents will be rejected outright.
- e) An application once made will not be allowed to be withdrawn and the fees once paid will not be refunded on any account nor can it be held in reserve for any other examination or selection. Therefore before applying for the post, the applicant should ensure that he / she fulfill each of the eligibility criteria and other norms, including submission of documents, as mentioned in this notification.
- f) Information regarding Personal Interview will be displayed on the Bank's website. It will also be sent to shortlisted applicants on their email ID.
- g) While every effort will be made to ensure that the Intimation to the eligible applicants, short listed for attending the Personal Interview will be sent sufficiently in advance, the Bank will not be held responsible for delay in receiving the intimation by the applicant for any reason whatsoever. The applicants are advised to keep track of the status of their candidature by visiting the Bank's website and their own email ID from time to time.
- h) 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.
- i) Any resultant dispute arising out of this Notification shall be subject to the sole jurisdiction of the Courts situated in Mumbai.

SD/-

General Manager (HR)

**Mumbai**

**Date: 27.06.2018**

BANK'S VOUCHER										APPLICANT'S COUNTERFOIL									
 <b>यूनियन बैंक</b> ऑफ़ इंडिया					 <b>Union Bank</b> of India					 <b>यूनियन बैंक</b> ऑफ़ इंडिया					 <b>Union Bank</b> of India				
UNION BANK OF INDIA RECRUITMENT PROJECT - 2018-19 INTERNAL OMBUDSMAN ON CONTRACTUAL BASIS										UNION BANK OF INDIA RECRUITMENT PROJECT - 2018-19 INTERNAL OMBUDSMAN ON CONTRACTUAL BASIS									
RECRUITMENT APPLICATION FEES PAYMENT CHALLAN										RECRUITMENT APPLICATION FEES PAYMENT CHALLAN									
Opening date of payment - <b>27.06.2018</b> Last date of payment - <b>07.07.2018</b>										Opening date of payment - <b>27.06.2018</b> Last date of payment - <b>07.07.2018</b>									
For Branch Office Use										For Branch Office Use									
Branch										Branch									
Branch SOL ID										Branch SOL ID									
Credit To		378901010037011								Credit To		378901010037011							
Payment Date		D	D	M	M	Y	Y	Y	Y	Payment Date		D	D	M	M	Y	Y	Y	Y
Transaction ID										Transaction ID									
To be filled in by the applicant										To be filled in by the applicant									
Application Fee		Rs. 1000.00 inclusive of GST Rs. One Thousand only inclusive of GST								Application Fee		Rs. 1000.00 inclusive of GST Rs. One Thousand only inclusive of GST							
Applicant's Full Name in Block Letters Mr. / Mrs. / Ms.										Applicant's Full Name in Block Letters Mr. / Mrs. / Ms.									
Applicant's name on this Payment Challan & on the Application Form should be <b>identical</b>										Applicant's name on this Payment Challan & on the Application Form should be <b>identical</b>									
Branch Stamp		Bank's Authorised Signatory								Branch Stamp		Bank's Authorised Signatory							
Branch to ensure that Branch Name, SOL ID, Payment Date and Transaction ID & Applicant's name are correctly and legibly noted in this challan.																			