प्रथमा बैंक
मुख्य कार्यालय
रामगंगा विहार,फेज–2
मुरादाबाद–244001 (उ0प्र0)

प्रथमा बैंक
PRATHAMA BANK
मु0 का0 : मुरादाबाद Head Off. : Moradabad

Prathama Bank
Head office,
Ram Ganga Vihar Phase-II
MORADABAD- 244001(U.P)

Personnel Department

PBHO/REC-VER/PD/9/2017-18
Date : 07.02.2018

Category-OBC

Mr./Ms. CHETAN JAISWAL,
Roll No. 3022090024,
H N 193 KAUSHALPURI, NEAR SARLA BAGIYA,
District HARDOI,
State UTTAR PRADESH
Pin Code- 241001
Mobile- 7398120102

Dear Candidate,

Sub:- **Verification of documents.**

We are pleased to inform that based on the performance in Common Written Examination (CWE-V) & Personal Interview conducted by IBPS, IBPS has provisionally forwarded your name (Reserve List) for the Post of Probationary Officer Scale-II (GBO) to our Bank. Accordingly, Bank has decided to complete pre-recruitment formalities before issuing final appointment cum offer letter to you.

Therefore, you are required to submit the following documents and duly signed medical report at the time of verification of documents for further action and record–

1. All original Certificates in respect of educational qualifications (including technical or professional qualification, if any), proof of the domicile and date of birth along with one self attested xerox copy of each thereof.
2. Original certificate of computer qualification along with one self attested xerox copy, if any.
3. Five copies of passport size photograph (similar to used at the time of Online Form submission).
4. Character certificate from two persons (not related to you), out of which, one should preferably be from the Head of the educational institute which you last attended/Gazetted Officer and the other one from any respectable citizen of the area where you are residing for last one year.
5. Medical report (format enclosed).
6. Original discharge certificate from the previous employer or declaration to the effect that you were not previously employed.
7. Original SC / ST/ OBC / Physically challenged / Ex-Servicemen certificate alongwith one self attested xerox copy. In case of candidate belonging to OBC category, the certificate (on or after 01.04.2017) on prescribed format inter-alia must specify that the candidate does not belong to "CREAMY LAYER" section excluded from the benefits of reservations for OBCs in Civil Post and Services under Govt. of India.
8. Proof of your Identification and permanent address to the satisfaction of the Bank such as Passport, Aadhar Card, Voter ID, Driving License, Bank Passbook etc.
9. KYC documents required for registration for UAN in Employee Provident Fund namely Aadhar Card, PAN and Bank Account Passbook (all three).
10. Rs.100/- non judicial stamp paper (issued by Uttar Pradesh State only) for the purpose of agreement.
11. Police Verification Report issued by the Local/Competent Authority.
12. BIO-DATA (copy enclosed).

-02

Tel.Fax No.0591-2455177(G.M) FAX No.0591-2455175 EPBX:0591-2455178 Phone No. 0591-2455180(G.M), 2455176(Accts), 2455179(CH.S & DIT)
e-mail : info@prathamabank.org Website : www.prathamabank.org

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रामगंगा विहार,फेज–2
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13. Form regarding your antecedents, duly completed and signed in the prescribed form (format shall be supplied by the Bank at the time of verification of documents).
14. Declaration of Fidelity and Secrecy duly completed and signed in the prescribed form (format shall be supplied by the Bank at the time of verification of documents
15. Declaration regarding marriage in the prescribed form (format shall be supplied by the Bank at the time of verification).
16. Statement of your assets and liabilities in the prescribed form (format shall be supplied by the Bank at the time of verification of documents).

You are also required to execute an Indemnity Bond agreeing to pay to the Bank a sum of Rs. 1.50 lakh (Rupees One lakh fifty thousand only) in the event of your leaving the Bank's service, within a period of two years from the date of your joining.

You are advised to report to Senior Manager, Personnel Department, Prathama Bank, Head Office, Ram Ganga Vihar, Phase-II, Moradabad on 22.02.2018 at 9.15 A.M. for verification of documents. Please note that no traveling expenses etc. shall be admissible for verification of the documents.

Please note that your appointment cum offer letter will be issued only after successful verification of documents. The expected joining date is 23.02.2018.

Yours faithfully,

CHIEF MANAGER,
PERSONNEL DEPARTMENT
Encl: As Above

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