VAIKUNTH MEHTA NATIONAL INSTITUTE OF COOPERATIVE MANAGEMENT

(A Grant-in-aid Institution under Ministry of Cooperation, Government of India)

Ganeshkhind Road, Near SP Pune University, Pune - 411007, Maharashtra, India

RECRUITMENT OF CLERKS

Online applications are invited for Recruitment at Vidya Sahakari Bank Ltd., Pune for the post of Clerk. For details regarding Vacancies, Qualification, Age etc. please visit https://vamnicom.gov.in/en/recruitments. The last date for submission of applications is 7th October, 2021 before 17.00 Hrs.

VIDYA SAHAKARI BANK LTD.

RECRUITMENT - 2021

Details of post requirements:

Sr. No.	POST NAME	NO OF POST	Education Qualification	Age Limit	Experience
1	**Clerk**	25	Minimum Graduate in any field from reputed University and Computer Operational Knowledge	**Minimum 21 years & Maximum 25 years ondate of Advertisement.** For the Employees currently working on contract in VIDYA SAHAKARI BANK LTD **Minimum 21 years &Maximum 40 years on the date of Advertisement**	**Fresher**

Instructions to Candidates for On-line submission of applications :

1) Before applying, the candidates are requested to read carefully the eligibility conditions for the post.

2) For clarification related to post including pay scales and other terms, the applicant may contact VIDYA SAHAKARI BANK LTD, Pune (+91 2024477748 / 49) to their fullest satisfaction before applying for the post through On-line mode.

3) Application Fees is Rs.1000/-

4) The candidates are requested to click "APPLY" option under "Employment" option on the home page of www.vamnicom.gov.in under title "External Link". Online Applications will be accepted from above link only and no other means or mode of submission of application will be accepted.

5) Click on "**Click Here….New Registration**". On entering registration details the candidate will receive SMS of Registration Number & Password. Application No and Password created has to be used by candidates for further use to generate Admit Card.

6) Candidates should ensure that he / she provides a valid personal e-mail address and DND mobile number which will be active till the completion of this Recruitment process. This will be treated as the registered email address and mobile number for the recruitment process.

7) Candidates should Login using registration number & password for remittance of online payment of application fees (1000/-) using Debit / Credit card, Internet banking, e-wallet, UPI etc. Bank Transaction charges for online payment of application fees will have to be borne by the Candidates. Ensuring safe and secure payment is sole responsibility of Candidates.

8) Candidates should ensure that he / she enters correct Name, Date of Birth and all other details at the time of registration. Fees once paid will not be refunded under any circumstances.

9) Schedule of online fees payment and submission of online application

Online Submission of applications with fees.	From **28/09/2021** to **07/10/2021 before 17:00 Hrs.**

10) The complete application details will consist of followings :

- Personal Details (name, address, marital status, gender, contact numbers etc.)

- Educational Details (Exam Passed, Board/University, Passing year and Percentage (%))
- Experience Details (Name of organization, designation, Nature of Duty, Total Work Experience in Months etc.)
- Document Upload (SSC / 10th certificate, HSC / 12th certificate, Graduation Certificate, Photo Identity (Aadhar Card, PAN Card, Driving License, Voter ID). The original certificates to support eligibility criteria must be produced at the time of document verification / Personal Interview. The document files type must be in "pdf" & its size should not to be exceed more than 500 kb.
- Upload latest Photograph (file must be in "jpg or JPG" format & size must not exceed more than 50 kb) & valid Signature (file must be in "jpg or JPG" format & size must not exceed more than 20 kb)

11) Candidates should Click 'Final Submit' to submit the application details. Candidates should verify all details before submitting as once application is submitted it cannot be edited.

12) After Final Submission, the Candidates will be redirected to payment gateway option for remittance of application fees of Rs. 1000/- through online payment mode options.

13) Candidates must refer to the link *https://vamnicom.gov.in/en/recruitments* from time to time as all information and circulars; notifications will be uploaded on the link. It will be the sole responsibility of applicant to visit the aforesaid website from time to time to remain updated regarding recruitment process.

14) VAMNICOM will not be responsible for applicant not receiving the communication / SMS if the mobile number / email address / postal address is changed or set to DND or is no longer available or wrongly given. No correspondence will be entertained in this regard. VAMNICOM reserves the right to use appropriate method of communication.

15) Any false / incorrect information in application if found at any stage of recruitment process, the applicant will be disqualified. The decision of VAMNICOM in all matters relating to recruitment shall be final and no individual correspondence will be entertained.

16) For any clarification, applicant may write to recruitment@vamnicom.gov.in . For any technical difficulties in online application process applicant may call Helpline Number – +91 2025701261   (Time 11:00 AM to 05 PM on Working days (Monday to Friday))

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Recruitment for the post of Clerk

in Vidya Sahakari Bank, Pune

Syllabus for Online Examination for the post of Clerk

1.	Banking & Cooperative Banking	25 marks
2.	Knowledge of Marathi and English language	15 marks
3.	Knowledge of IT & Banking Technology	10 Marks
4.	General Knowledge & Current Affairs	25 marks
5.	Mathematics & Logical Reasoning	25 marks
	Total	**100 marks**