



State Bank of India
Central Recruitment & Promotion Department
Corporate Centre, Mumbai
Email: crpd@sbi.co.in



**SBI RECOGNISED AS "WORLD'S BEST CONSUMER BANK-2026"
BY GLOBAL FINANCE, NEW YORK.**



ENGAGEMENT OF SPECIALIST CADRE OFFICERS ON CONTRACT BASIS
(ADVERTISEMENT NO: CRPD/SCO/2026-27/22)
ONLINE REGISTRATION OF APPLICATION & PAYMENT OF FEES: FROM 16.09.2026 TO 06.10.2026

State Bank of India invites online applications from eligible Indian citizens for engagement to the Specialist Cadre Officers Posts on Contract Basis. Candidates are requested to apply online through the link given on Bank's official website <https://sbi.bank.in/web/careers/current-openings>

BRIEF SUMMARY OF THE ENGAGEMENT

POST:1. DEPUTY VICE PRESIDENT (IT RISK)

- A) **AGE:** Minimum -36 years, Maximum-45 years (As on 31.08.2026)
- B) **Education Qualifications**(As on 31.08.2026) : Basic Qualifications: BE / BTech (Computer Science / Electronics & Communications / Information Technology/ Cybersecurity) from recognized university (**Minimum percentage of Marks: 50%**) **OR** MCA/ MSc (Computer Science)/ MSc (IT) from recognized university (**Minimum percentage of Marks: 50%**) **OR** MTech in Computer Science/ Cyber Security / Information Security from recognized university.(**Minimum percentage of Marks: 50%**)
- C) **Preferred certifications:** Any one out of CISSP, CRISC, CISM and CISA.
(The certificate should be valid and dated on or before last date of registration of application.)
- D) **Post-Qualification Experience** (As on 31.08.2026): Minimum years of Experience: 12 years in IT Domain out of which minimum 6 years' experience in IT risk management or information security is preferable.

POST: 2.ASSISTANT VICE PRESIDENT (IT RISK)

- A) **AGE:** Minimum -32 years, Maximum-42 years (As on 31.08.2026)
- B) **Education Qualifications** (As on 31.08.2026): Basic Qualifications: BE / BTech (Computer Science / Electronics & Communications / Information Technology/ Cybersecurity) from recognized university (**Minimum percentage of Marks: 50%**) **OR** MCA/ MSc (Computer Science)/ MSc (IT) from recognized university (**Minimum percentage of Marks: 50%**) **OR** MTech in Computer Science/ Cyber Security / Information Security from recognized university.(**Minimum percentage of Marks: 50%**)
- C) **Preferred certifications:** Any one out of CISSP, CRISC, CISM and CISA.
(The certificate should be valid and dated on or before last date of registration of application.)
- D) **Post-Qualification Experience** (As on 31.08.2026): Minimum years of Experience: 09 years in IT Domain out of which minimum 5 years' experience in IT risk management or information security is preferable

IMPORTANT INSTRUCTIONS:

1. The process of Registration is complete only when fee is deposited with the Bank through online mode on or before the last date for payment of fee / last date of online registrations.
2. Before applying, candidates are requested to ensure that they fulfil the eligibility criteria for the Post(s) as on the date of eligibility.
3. **Candidates are required to upload all relevant documents including their resume, ID proof, age proof, Caste certificate, PwBD Certificate (if applicable), educational qualifications certifications, experience details, Biodata, Preferred certifications, CTC Form, etc., failing which their application/candidature will not be considered for shortlisting/ interview.**
4. The process of Short-listing will be provisional and without verification of original documents. Candidature will be subject to verification of all details/ documents with the original when a candidate reports for interview (if called).
5. In case a candidate is called for interview and is found not satisfying the eligibility criteria (Age, Educational Qualification and Experience etc.) he/ she will neither be allowed to appear for the interview nor be entitled for reimbursement of any travelling expenses.
6. Candidates are advised to check Bank's official website <https://sbi.bank.in/web/careers/current-openings> regularly for details and updates (including the list of shortlisted/ selected candidates). The Call (letter/ advice), where required, will be sent by e-mail only.
(NO HARD COPY WILL BE SENT).
7. **ALL REVISIONS/ CORRIGENDUM (IF ANY) WILL BE HOSTED ON THE BANK'S WEBSITE ONLY.**
8. In case more than one candidate scores same marks as cut-off marks in the final merit list (common marks at cut-off point), such candidates will be ranked in the merit according to their age in descending order.
9. **Hard copy of application & other documents need not to be sent to this office.**
10. **TRAINING / TEACHING EXPERIENCE WILL NOT BE COUNTED FOR ELIGIBILITY.**

- 11. CANDIDATE CAN NOT APPLY FOR BOTH THE POSTS.**
- 12. In case a candidate applies for more than One post, only the last valid (completed) application of two different posts will be retained, and the application fee, if any, paid for the other registrations will stand forfeited.**
- 13. Mere fulfilment of the eligibility criteria (i.e. minimum required qualifications and experiences) shall not entitle a candidate to be called for interview. The shortlisting committee constituted by the Bank will decide the shortlisting parameters and thereafter, adequate number of candidates, as decided by the Bank, will be shortlisted and called for interview. The decision of the Bank to call the candidates for the interview shall be final. No correspondence will be entertained in this regard.**
- 14. Candidates against whom there is / are adverse reports regarding character & antecedents, moral turpitude etc. are not eligible to apply for the post. If any such adverse orders / reports against the shortlisted/ selected candidates is found/ received by the Bank post their selection, their candidature will be rejected forthwith.**
- 15. At the time of interview, the candidate will be required to provide details regarding criminal case(s) pending against him/ her, if any. The Bank may also conduct independent verification, inter alia, including verification of police records etc. The Bank reserves the right to deny engagement depending upon such disclosures and/ or independent verification.**
- 16. Candidates furnishing false information / suppressing the facts will be disqualified and shall be liable for debarment and legal/criminal action. Candidates who attempt fraud/impersonation shall be liable to be debarred from future engagement process conducted by the Bank**
- 17. Candidates serving in Govt./ Quasi Govt. offices, Public Sector undertakings including Nationalized Banks and Financial Institutions and SBI Group companies are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.**

A: DETAILS OF POST/VACANCY/ AGE/ REMUNERATION/PLACE OF POSTING/NATURE OF ENGAGEMENT/SELECTION

NAME OF THE POST : DEPUTY VICE PRESIDENT (IT RISK)

CATEGORY WISE VACANCIES				Age in years as on ## 31.08.2026	Annual CTC Range**	Contract Period \$	Suggested place of posting #	Selection Procedure
	UR	TOTAL	PwBD (LD)@	Minimum-36 years Maximum-45 years	Upto Rs 60.00 lacs	3 years	Mumbai, Navi Mumbai	Shortlisting & Interview followed by CTC Negotiation
Regular	2	2	-					
Backlog	-	-	1					
Total	2	2	1					

NAME OF THE POST : ASSISTANT VICE PRESIDENT (IT RISK)

CATEGORY WISE VACANCIES				Age in years as on ## 31.08.2026	Annual CTC Range**	Contract Period \$	Suggested place of posting #	Selection Procedure
	UR	TOTAL	PwBD (LD) @	Minimum-32 years Maximum-42 years	Upto Rs 50.00 lacs	3 years	Mumbai, Navi Mumbai	Shortlisting & Interview followed by CTC Negotiation
Regular	2	2	-					
Backlog	-	-	1					
Total	2	2	1					

Abbreviation: UR- Unreserved, PwBD-Person with Benchmark Disabilities, LD- Locomotor Disability

@ - Horizontal vacancy Reservation is horizontal and is included in the vacancy of the respective parent category.

A person who wants to avail benefit of reservation under section 34 of "The Rights of Persons with Disabilities Act, 2016" [Persons with Benchmark Disabilities (PwBD)] will have to submit a latest disability certificate issued by a Competent Authority as per Government of India guidelines. Such certificate will be subject to verification/ re-verification as may be decided by the competent authority. The certificate should be dated on or before last date of registration of application.

Age relaxation is available to PwBD as per Govt. of India guidelines.

** Annual CTC will be bifurcated into Fixed Pay & Variable pay in 80:20 ratio. Annual CTC is negotiable and will depend upon experience & current emoluments of candidates in the present employment & place of posting.

Suggested place of posting is indicative, Bank reserves the right to post or transfer the services to any of the offices of State Bank of India in India or to depute to any of its associates/subsidiaries or any other organization depending upon the exigencies of service.

\$ The contract period is of 3 years. The contract can be further extended upto 2 years subject to yearly review. The contract can be terminated at any time, without prejudice, by giving Three months' notice from either side or on payment/surrender of Three months' compensation amount in lieu thereof.

IMPORTANT INFORMATIONS

- a. The number of vacancies, including reserved vacancies mentioned above, are **provisional and may vary** according to the actual requirement of the Bank.
- b. The educational qualification prescribed for various posts is the minimum. Candidate **must possess the qualification and relevant full-time experience** as on specified dates.
- c. Valid Caste certificate issued by Competent Authority on **format prescribed by the Government of India** will have to be submitted by the ST/SC/ PwBD candidates for fee exemption eligibility.
- d. PwBD candidate should produce a certificate issued by a competent authority as per the Government of India Guidelines.
- e. Maximum age indicated is for General (UR) category candidates. **Relaxation in upper age limit** will be available to PwBD category candidates as per Govt. of India guidelines (wherever applicable).
- f. Candidates belonging to reserved category including Person with Benchmark Disabilities (PwBD) for whom no reservation has been mentioned are free to apply for vacancies announced for UR category provided they fulfil all the eligibility criteria applicable to UR category.
- g. **The relevant experience certificate from the employer must contain specifically that the candidate has experience in that related field as required. Without the production of proper experience certificate, Bank has right to cancel the candidature at any point of time.**
- h. Bank reserves the right to cancel the engagement process entirely or for any particular post at any stage without specifying any reasons thereof.
- i. Reservation for PwBD candidates is horizontal and is included in the vacancy of the respective parent category.
- j. Only those persons with benchmark disabilities would be eligible for reservation under PwBD category. "Benchmark disability" means a person with not less than 40% of a specified disability where specified disability has not been defined in measurable terms and includes the persons with disability, where disability has been defined in a measurable term, as certified by the certifying authority. Backlog vacancies reserved for PwBD would be filled by a person with benchmark disability in the respective category. If no suitable person from that category is available, such backlog would be filled up by interchange among other eligible PwBD candidates subject to the posts having been identified suitable for such disabilities.
- k. **RESERVATION FOR PERSONS WITH BENCHMARK DISABILITIES (PwBD):** Horizontal reservation has been provided to Persons with Benchmark Disabilities as per section 34 of "The Rights of Persons with Disabilities Act (RPWD), 2016". The post is identified suitable for the Persons with undemoted categories of disabilities as defined in the Schedule of RPWD Act 2016.
Note: Only "Person with benchmark disability" would be eligible for reservation with not less than 40% of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.
A person who wants to avail the benefit of PwBD reservation will have to submit latest Disability Certificate, on prescribed format, issued by Medical Authority or any other notified Competent Authority (Certifying Authority). The certificate should be dated on or before last date of registration of application.
- l. The candidates who are working in State Bank Group/ Companies will have to produce "No objection certificate (NOC)" from their employer while applying for any post(s).
- m. **TRANSFER POLICY:** The Bank reserves the right to transfer the services of such officers engaged on contract (OECs) to any of the offices of State Bank of India in India or to depute to any of its associates/subsidiaries or any other organization depending upon the exigencies of service. **Any request for posting/transfer to a specific place/office may not be entertained.**
- n. **MERIT LIST:** Merit list for selection will be prepared in descending order on the basis of scores obtained in interview only. in case more than one candidate score the cut-off marks (common marks at cut-off point), such candidates will be ranked according to their age in descending order, in the merit.

\$\$ How to ascertain experience (Both mandatory & preferred) / Verification of Work Experience:

The period of work experience will be reckoned based on the details furnished in the Biodata/Resume at the time of shortlisting and interview. Verification of the documents evidencing experience shall be carried out at the time of Interview / joining through one or more ways of the following means:

- i) Experience certificate issued by the employer; and/ or
- ii) Annual performance appraisal letters; and / or
- iii) Combination of engagement and relieving letters; and/ or
- iv) Combination of offer letter and IT returns; or
- v) Any other authentic documentary evidence substantiating the period of experience, subject to satisfactory background and reference checks.

B. DETAILS OF THE REQUIREMENTS OF EDUCATIONAL QUALIFICATIONS/POST-QUALIFICATION EXPERIENCES/SPECIFIC SKILLS /JOB PROFILE/KEY RESPONSIBILITY AREA ETC:

1.DEPUTY VICE PRESIDENT (IT RISK)

Educational Qualification (As on 31.08.2026)	<p>Mandatory</p> <p>Basic Qualifications: BE / BTech (Computer Science / Electronics & Communications / Information Technology/ Cybersecurity) from recognized university (Minimum percentage of Marks: 50%)</p> <p>OR MCA/ MSc (Computer Science)/ MSc (IT) from recognized university. (Minimum percentage of Marks: 50%)</p> <p>OR MTech in Computer Science/ Cyber Security / Information Security from recognized university. (Minimum percentage of Marks: 50%)</p> <p>Preferred certifications: Any one out of CISSP, CRISC, CISM and CISA. (The certificate should be valid and dated on or before last date of registration of application.)</p>
Post-Qualification Experience (As on 31.08.2026)	<p>Minimum years of Experience: 12 years in IT Domain out of which minimum 6 years' experience in IT risk management or information security is preferable.</p> <p>Preferred experience details:</p> <ol style="list-style-type: none"> 1. Deep knowledge of risk management frameworks and standards such as NIST, ISO 27001, COBIT and ITIL. 2. Significant experience in senior leadership roles with a proven track record of managing large-scale IT risk management programs. 3. Stay updated with the latest trends, technologies and best practices in IT risk management. 4. Demonstrated ability to develop and implement comprehensive IT risk management strategies aligned with the organization's overall business objectives. 5. Experience in collaborating with various departments, leading risk management projects, and ensuring compliance with regulatory requirements. 6. Strong understanding of advanced cybersecurity principles, technologies and trends. 7. Ability to develop and oversee effective incident response and business continuity plans. <p><i>Experience Certificate/ Any other Document evidencing the relevant / essential experience needs to be submitted by the applicant. Documents (s) submitted by the candidate will be considered on merit at the sole discretion of the Bank and Bank's decision shall be final. (Training & Teaching experience will not be counted for eligibility).</i></p>
Job Profile (Detail description of Role, Responsibilities and Functions)	<ul style="list-style-type: none"> ➤ Lead and mentor a team of IT risk professionals ➤ Attend IT Risk Agenda and IT Risk related observation from the Top Management arising in the Risk related Committees ➤ Analyze risk data and develop strategies to mitigate identified risks ➤ Monitoring overall performance of team members ➤ Prepare and present risk management reports to senior managements and stakeholders ➤ Providing technical leadership, guidance, and direction on IT Risk management ➤ Provide ability for overseeing and managing the organization's IT risk management strategies, policies and procedures ➤ Work closely with other departments to ensure comprehensive risk management ➤ Promote risk awareness and understanding ➤ Development of Risk Assessment Framework aligned with regulatory guidelines/standards. ➤ Conducting Risk Analysis/ Security Reviews of various processes with reference to Technology Risk. <p>REMARKS: Job profile/KRAs mentioned above are illustrative. Roles/Job/KRAs, in addition to above, may be assigned by the bank from time to time for the above posts.</p>
KRAs for the post	<ul style="list-style-type: none"> ➤ Leading the system officers of IT-Risk Team, putting in place systems for measuring, mitigating, monitoring and controlling of IT risk by application owners in line with regulatory guidelines. ➤ Creating IT – Risk Awareness among the stakeholders. ➤ Disseminate IT-Risks' related guidelines / instructions / observations from Top Management / Committees / Audits / Regulator and report the progress of implementation. ➤ Preparing consolidated Risk Assessment report at periodical intervals and put up the same to Senior Management. ➤ Periodical monitoring and annual review of Key Indicators of GIRC Departments. ➤ Development of Risk Assessment Framework aligned with regulatory guidelines/standards.

	<ul style="list-style-type: none"> ➤ Conducting Risk Analysis/ Security Reviews of various processes with reference to Technology Risk. ➤ Development of Risk Appetite Framework for Technology related domains. <p>REMARKS: Job profile/KRAs mentioned above are illustrative. Roles/Job/KRAs, in addition to above, may be assigned by the bank from time to time for the above posts.</p>
2. ASSISTANT VICE PRESIDENT (IT RISK)	
Educational Qualification (As on 31.08.2026)	<p>Basic Qualifications: BE / BTech (Computer Science / Electronics & Communications / Information Technology/ Cybersecurity) from recognized university (Minimum percentage of Marks: 50%)</p> <p>OR MCA/ MSc (Computer Science)/ MSc (IT) from recognized university. (Minimum percentage of Marks: 50%)</p> <p>OR MTech in Computer Science/ Cyber Security / Information Security from recognized university. (Minimum percentage of Marks: 50%)</p> <p>Preferred certifications: Any one out of CISSP, CRISC, CISM and CISA. (The certificate should be valid and dated on or before last date of registration of application.)</p>
Post-Qualification Experience (As on 31.08.2026)	<p>Minimum years of Experience: 09 years in IT Domain out of which minimum 5 years' experience in IT risk management or information security is preferable.</p> <p>Preferred experience detail:</p> <ol style="list-style-type: none"> 1. Deep knowledge of risk management frameworks and standards such as NIST, ISO 27001, COBIT and ITIL. 2. Significant experience in senior leadership roles with a proven track record of managing large-scale IT risk management programs. 3. Stay updated with the latest trends, technologies and best practices in IT risk management. 4. Demonstrated ability to develop and implement comprehensive IT risk management strategies aligned with the organization's overall business objectives. 5. Experience in collaborating with various departments, leading risk management projects, and ensuring compliance with regulatory requirements. 6. Strong understanding of advanced cybersecurity principles, technologies and trends. 7. Ability to develop and oversee effective incident response and business continuity plans. <p><i>Experience Certificate/ Any other Document evidencing the relevant / essential experience needs to be submitted by the applicant. Documents (s) submitted by the candidate will be considered on merit at the sole discretion of the Bank and Bank's decision shall be final. (Teaching / Training experience will not be counted for eligibility).</i></p>
Job Profile (Detail description of Role, Responsibilities and Functions)	<ul style="list-style-type: none"> ➤ Lead and mentor a team of IT risk professionals. ➤ Attend IT Risk Agenda and IT Risk related observation from the Top Management arising in the Risk related Committees. ➤ Analyze risk data and develop strategies to mitigate identified risks. ➤ Monitoring overall performance of team members. ➤ Prepare and present risk management reports to senior managements and stakeholders. ➤ Providing technical leadership, guidance, and direction on IT Risk management. ➤ Provide ability for overseeing and managing the organization's IT risk management strategies, policies and procedures. ➤ Work closely with other departments to ensure comprehensive risk management. ➤ Promote risk awareness and understanding. ➤ Development of Risk Assessment Framework aligned with regulatory guidelines/standards. ➤ Conducting Risk Analysis/ Security Reviews of various processes with reference to Technology Risk. <p>REMARKS: Job profile/KRAs mentioned above are illustrative. Roles/Job/KRAs, in addition to above, may be assigned by the bank from time to time for the above posts.</p>

KRAs for the post	<ul style="list-style-type: none"> ➤ Leading the system officers of IT-Risk Team, putting in place systems for measuring, mitigating, monitoring and controlling of IT risk by application owners in line with regulatory guidelines. ➤ Creating IT – Risk Awareness among the stakeholders. ➤ Disseminate IT-Risks' related guidelines / instructions / observations from Top Management / Committees / Audits / Regulator and report the progress of implementation. ➤ Preparing consolidated Risk Assessment report at periodical intervals and put up the same to Senior Management. ➤ Periodical monitoring and annual review of Key Indicators of GITC Departments. ➤ Development of Risk Assessment Framework aligned with regulatory guidelines/standards. ➤ Conducting Risk Analysis/ Security Reviews of various processes with reference to Technology Risk. ➤ Development of Risk Appetite Framework for Technology related domains. <p>REMARKS: Job profile/KRAs mentioned above are illustrative. Roles/Job/KRAs, in addition to above, may be assigned by the bank from time to time for the above posts.</p>
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E) SELECTION PROCESS: The selection will be based on Shortlisting and Interview. Thereafter, CTC negotiations will be held.

- **Shortlisting:** Mere fulfilling minimum qualification and experience will not vest any right in candidate for being called for interview. The shortlisting committee constituted by the Bank will decide the shortlisting parameters and thereafter, adequate number of candidates, as decided by the Bank, will be shortlisted for interview. The decision of the Bank to call the candidates for the interview shall be final. **No correspondence will be entertained in this regard.** The shortlisted candidates will be called for interview.
- **Interview:** Interview will carry 100 marks. The qualifying marks in interview will be decided by the Bank. No correspondence will be entertained in this regard.
- **CTC Negotiation:** CTC negotiations will be done with the candidates in the order of Merit one by one (i.e., In case the selected candidate does not agree with the negotiated price, the name of the candidate shall be considered as *Voluntary Exit* from the engagement exercise and next candidate in the merit list shall be called for negotiation). CTC Negotiation will be done at the time of Interview or after completion of interview process, separately.
- **Merit list:** Merit list for selection will be prepared in descending order on the basis of scores obtained in interview only. In case more than one candidate scores the cut-off marks (common marks at cut-off point), such candidates will be ranked according to their age in descending order, in the merit list.
- **Final Selection:** Top-most candidates in the Merit List, with whom CTC is negotiated successfully, will be finally selected.

F. LEAVE: The proposed Officers engaged on Contract (OECs) shall be entitled to leave of 30 days during the financial year which will be granted by Bank for genuine and appropriate reasons.

G. Notice Period: The contract can be terminated without assigning any reason by giving 3 months' notice from either side or by payment/surrender of 3 month's compensation amount in lieu thereof.

H. CALL LETTER FOR INTERVIEW: Intimation/Call letter for interview will be sent by email or will be uploaded on Bank's website. No hard copy will be sent.

I. GRADE & REMUNERATION / CTC RANGE:

Sr	Name of the Post	Nature of Engagement	CTC range (Including Fixed & Variable)
1	Deputy Vice President (IT Risk)	Contractual	Upto Rs 60.00 LACS (CTC will be bifurcated into Fixed Pay and Variable Pay in 80:20 ratio)
2	Assistant Vice President (IT Risk)		Upto Rs 50.00 LACS (CTC will be bifurcated into Fixed Pay and Variable Pay in 80:20 ratio)

REMUNERATION: Annual CTC, which is negotiable, will depend upon Experience & Current Emoluments of candidates in the present employment and place of posting. The CTC comprises 80% fixed and 20% variable pay. Annual increment in CTC is subject to satisfactory annual performance. **Any other Perks -NO**

Variable Pay: The contractual officer shall become eligible for payment of variable pay subject to securing minimum qualifying 90% marks in the performance appraisal of the relevant period at half yearly intervals as on 31st March and 30th September subject to deduction of Income tax as per the extant Income tax rules. In case the contract ends before the completion of 6 months (from 2nd year onwards), the variable pay will be released on pro-rata basis.

The variable pay structure, depending on the performance of the contractual officer will be as under:

Score in the performance Appraisal	Percentage of Variable Compensation based on achievement of scores
99 to 100%	100%
97 to 98.99 %	90%
94 to 96.99%	80%
90 to 93.99%	70%
Below 90%	NIL

ANNUAL INCREMENT: The Annual increment proposed from second year onwards can be upto 7 % of annual CTC finalized at the time of Negotiation, subject to the achievement of performance appraisal score of at least 90% (Minimum score to be eligible for annual increment) with distribution of Annual increment aligned to the Fixed and variable components. (Fixed: variable: 80:20)

DISCLAIMER (DPDP Act 2023)

By applying to this position, you voluntarily provide your free, informed and unconditional consent for the collection and processing of your personal data by the Bank and sharing of such personal data with Data Processors as are required for the engagement process, in accordance with Digital Personal Data Protection Act, 2023 and the Rules made thereunder (collectively, the Act). The Bank has implemented all reasonable security safeguards to prevent breach of personal data in its possession or under its control, and your personal data will be handled with confidentiality and used solely for evaluating and verifying your eligibility, credentials, and candidacy for the advertised position and for certain legitimate uses as are permitted under the Act.

I. HOW TO APPLY: Candidates should have **valid email ID** which should be kept active till the declaration of result. It will help him/her in getting call letter/Interview advice etc. by email.

GUIDELINES FOR FILLING ONLINE APPLICATION	GUIDELINES FOR PAYMENT OF FEES
<p>i. Candidates will be required to register themselves online through the link available on SBI website https://sbi.bank.in/web/careers/current-openings and pay the application fee using Internet Banking/ Debit Card/ Credit Card etc.</p> <p>ii. Candidates should first scan their latest photograph and signature. Online application will not be registered unless candidate uploads his/ her photo and signature as specified on the online registration page (under 'How to Upload Document').</p> <p>iii. Candidates should fill the application carefully. Once application is filled-in completely, candidate should submit the same. In the event of candidate not being able to fill the application in one go, he can save the information already entered. When the information/ application is saved, a provisional registration number and password is generated by the system and displayed on the screen. Candidate should note down the registration number and password. They can re-open the saved application using registration number and password and edit the particulars, if needed. This facility of editing the saved information will be available for three times only. Once the application is filled completely, candidate should submit the same and proceed for online payment of fee.</p> <p>iv. After registering online, the candidates are advised to take a printout of the system generated online application forms.</p>	<p>i. Application fees and Intimation Charges (Non-refundable) is ₹ 750/- (₹ Seven Hundred Fifty only) for UR/EWS/OBC candidates and no fees/intimation charges for SC/ ST/ PwBD candidates.</p> <p>ii. After ensuring correctness of the particulars in the application form, candidates are required to pay the fees through payment gateway integrated with the application. No change/ edit in the application will be allowed thereafter.</p> <p>iii. Fee payment will have to be made online through payment gateway available thereat. The payment can be made by using Debit Card/ Credit Card/ Internet Banking etc. by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates.</p> <p>iv. On successful completion of the transaction, e-receipt and application form, bearing the date of submission by the candidate, will be generated which should be printed and retained by the candidate.</p> <p>v. If the online payment of fee is not successfully completed in first instance, please make fresh attempts to make online payment.</p> <p>vi. A provision is there to reprint the e-Receipt and Application form containing fee details, at later stage.</p> <p>vii. Application Fee once paid will NOT be refunded on any account NOR can it be adjusted for any other examination or selection in future.</p>

J. HOW TO UPLOAD DOCUMENTS:**a. Details of Document to be uploaded:**

- i. Recent Photograph
- ii. Signature
- iii. Brief Resume (PDF),
- iv. ID Proof (PDF)
- v. PAN CARD
- vi. PwBD certification (if applicable) (PDF)
- vii. Educational Certificates: Relevant Mark-Sheets/ Degree Certificate (PDF)
- viii. Experience certificates (PDF)
- ix. Preferred Certificate
- x. Form-16/Offer Letter/Latest Salary slip from current employer (PDF)
- xi. No Objection Certificate (If applicable) (PDF)
- xii. Bio-data and CTC Format (PDF)

d. Document file type/ size:

- i. All Documents must be in PDF (except Photograph & Signature)
- ii. Page size of the document to be A4
- iii. Size of the file should not be exceeding 500 kb.
- iv. In case of Document being scanned, please ensure it is saved as PDF and size not more than 500 kb as PDF. If the size of the file is more than 500 kb, then adjust the setting of the scanner such as the DPI resolution, no. of colors etc., during the process of scanning. Please ensure that Documents uploaded are clear and readable.

b. Photograph file type/ size:

- i. Photograph must be a recent passport style colour picture.
- ii. Size of file should be between 20 kb - 50 kb and Dimensions 200 x 230 pixels (preferred)
- iii. Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
- iv. Look straight at the camera with a relaxed face
- v. If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- vi. If you have to use flash, ensure there's no "red eye"
- vii. If you wear glasses make sure that there are no reflections, and your eyes can be clearly seen.
- viii. Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- ix. Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, no. of colour etc., during the process of scanning.

e. Guidelines for scanning of photograph/ signature/ documents:

- i. Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- ii. Set Color to True Color
- iii. Crop the image in the scanner to the edge of the photograph/ signature, then use the upload editor to crop the image to the final size (as specified above).
- iv. The photo/ signature file should be JPG or JPEG format (i.e. file name should appear as: image01.jpg or image01.jpeg).
- v. Image dimensions can be checked by listing the folder/ files or moving the mouse over the file image icon.
- vi. Candidates using MS Windows/ MSOffice can easily obtain photo and signature in .jpeg format not exceeding 50 kb & 20 kb respectively by using MS Paint or MSOffice Picture Manager. Scanned photograph and signature in any format can be saved in .jpg format by using 'Save As' option in the File menu. The file size can be reduced below 50 kb (photograph) & 20 kb (signature) by using crop and then resize option (Please see point (i) & (ii) above for the pixel size) in the 'Image' menu. Similar options are available in another photo editor also.
- vii. While filling in the Online Application Form the candidate will be provided with a link to upload his/her photograph and signature.

<p>c. Signature file type/ size:</p> <ul style="list-style-type: none"> i. The applicant has to sign on white paper with Black Ink pen. ii. The signature must be signed only by the applicant and not by any other person. iii. The signature will be used to put on the Call Letter and wherever necessary. iv. Size of file should be between 10 kb - 20 kb and Dimensions 140 x 60 pixels (preferred). v. Ensure that the size of the scanned image is not more than 20 kb. vi. Signature in CAPITAL LETTERS shall NOT be accepted. 	<p>f. Procedure for Uploading Document:</p> <ul style="list-style-type: none"> i. There will be separate links for uploading each document. ii. Click on the respective link "Upload" iii. Browse & select the location where the JPG or JPEG, PDF, DOC or DOCX file has been saved. iv. Select the file by clicking on it and click the 'Upload' button. v. Click Preview to confirm the document is uploaded and accessible properly before submitting the application. If the file size and format are not as prescribed, an error message will be displayed vi. Once uploaded/ submitted, the Documents uploaded cannot be edited/ changed. vii. After uploading the photograph/ signature in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature, prior to submitting the form. If the face in the photograph or signature is unclear the candidate's application may be rejected. 		
<p>K. GENERAL INFORMATION:</p> <table border="1"> <tr> <td data-bbox="67 963 815 2083"> <ul style="list-style-type: none"> I. Before applying for the post, the applicant should ensure that he/ she fulfils the eligibility and other norms mentioned above for that post as on the specified date and that the particulars furnished by him/ her are correct in all respects. II. Candidates belonging to reserved category including, for whom no reservation has been mentioned, are free to apply for vacancies announced for UR category provided they must fulfil all the eligibility conditions applicable to UR category. III. IN CASE IT IS DETECTED AT ANY STAGE OF ENGAGEMENT THAT AN APPLICANT DOES NOT FULFIL 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 STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS/ ARE DETECTED EVEN AFTER ENGAGEMENT, HIS/ HER CONTRACTS ARE LIABLE TO BE TERMINATED. IV. The applicant should ensure that the application is strictly in accordance with the prescribed format and is properly filled. V. Engagement of selected candidate is subject to his/ her being declared medically fit as per the requirement of the Bank. Such engagement will also be subject to the conduct rules of the Bank for such post in the Bank, in force at the time of joining the Bank. VI. Candidates are advised to keep their e-mail ID active for receiving communication viz. call letters/ Interview date advices etc. VII. The Bank takes no responsibility for any delay in receipt or loss of any communication. VIII. Candidates serving in Govt./ Quasi Govt. offices, Public Sector undertakings including Nationalized Banks, Financial Institutions </td><td data-bbox="815 963 1520 2083"> <ul style="list-style-type: none"> XI. DECISION 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. XII. The applicant shall be liable for civil/ criminal consequences in case the information submitted in his/ her application are found to be false at a later stage. XIII. Merely satisfying the eligibility norms does not entitle a candidate to be called for interview. Bank reserves the right to call only the requisite number of candidates for the interview after preliminary screening/ short-listing with reference to candidate's qualification, suitability, experience etc. XIV. <u>In case of multiple application, only the last valid (completed) application will be retained, the application fee/ intimation charge paid for other registration will stand forfeited.</u> XV. <u>Candidate cannot apply for both the posts. In case a candidate applies for more than One post, only the last valid (completed) application of two different posts will be retained, and the application fee, if any, paid for the other registrations will stand forfeited.</u> XVI. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Mumbai and Courts/ Tribunals/ Forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/ dispute. </td></tr> </table>		<ul style="list-style-type: none"> I. Before applying for the post, the applicant should ensure that he/ she fulfils the eligibility and other norms mentioned above for that post as on the specified date and that the particulars furnished by him/ her are correct in all respects. II. 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<p>and SBI Group companies are advised to submit 'No Objection Certificate (NOC)' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.</p> <p>IX. In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the engagement.</p> <p>X. Candidates are advised in their own interest to apply online well before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability/ failure to log on to the website on account of heavy load on internet or website jam. SBI does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of SBI.</p>	<p>XVII. Outstation candidates, who may be called for interview after short-listing will be reimbursed the cost of travelling fare (Eligibility will be mentioned in the Call letter) for the shortest route in India OR the actual travel cost in India (whichever is lower) on the basis of actual journey. Local conveyance like taxi/cab/personal vehicle expenses/fares will not be payable. A candidate, if found ineligible for the post will not be permitted to appear for the interview and will not be reimbursed any fare.</p> <p>XVIII. Bank reserves the Right to cancel the engagement process entirely or for any particular post at any stage.</p> <p>XIX. At the time of interview, the candidate will be required to provide details regarding criminal cases pending against him/her, if any. The Bank may also conduct independent verification, inter alia, including verification of Police Records, etc. The Bank reserves the right to deny the engagement depending upon such disclosure and/or independent verification.</p>
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For any query, please write to us through link "CONTACT US/ Post Your Query" which is available on Bank's website (<https://sbi.bank.in/web/careers>)

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Mumbai
16.09.2026

GENERAL MANAGER
(RP&PM)

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