GOVT SERVICES

Institute of Banking Personnel Selection (IBPS)

RECRUITMENT OF CLERKS (CRP CLERKS - X)

On-line registration : 02.09.2020 to 23.09.2020
Payment of Application Fees (only ONLINE) : 02.09.2020 to 23.09.2020
Date of Online Preliminary Exam. : 05.12.2020, 12.12.2020 and 13.12.2020
Date of Main Examination : 24.01.2021

VACANCY For WEST BENGAL [SC-28; ST-4; OBC-28; EWS-16; UR-49] TOTAL -125
[HI-1; OC-2; VI-0; ID-1; EXS-11; DISXS/DXS-5]

☛ **Qualification (on or before 23.09.2020.):** A Degree (Graduation) in any discipline from a University recognised by the Govt. Of India or any equivalent qualification recognized as such by the Central Government. The candidate must possess valid Mark-sheet / Degree Certificate that he/ she is a graduate on the day he / she registers and indicate the percentage of marks obtained in Graduation while registering online.

☛ **Computer Literacy:** Operating and working knowledge in computer systems is mandatory i.e. candidates should have Certificate/Diploma/Degree in computer operations/Language/ should have studied Computer / Information Technology as one of the subjects in the High School/College/Institute.

☛ **Proficiency in the Official Language of the State/UT** (candidates should know how to read/ write and speak the Official Language of the State/UT) for which vacancies a candidate wishes to apply is preferable.

☛ **Age (As on 01.09.2020): Minimum: 20 years, Maximum: 28 years** i.e. A candidate must have been born not earlier than 02.09.1992 and not later than 01.09.2000 (both dates inclusive)

☛ **SELECTION PROCEDURE:**

CRP – ONLINE EXAMINATIONS : The structure of the Examinations which will be conducted online are as follows:

a. Preliminary Examination :

Sr. No.	Name of the Tests	No. of Questions	Maximum Marks	Time allotted for each test (Separately timed)
1	English Language	30	30	20 minutes
2	Numerical Ability	35	35	20 minutes
3	Reasoning Ability	35	35	20 minutes
	Total	100	100	60 minutes

Candidates have to qualify in each of the three tests by securing cut-off marks to be decided by IBPS. Adequate number of candidates in each category as decided by IBPS depending upon requirements will be shortlisted for Online Main examination.

b. Main Examination :

Sr. No.	Name of the Tests	No. of Questions	Maximum Marks	Time allotted for each test (Separately timed)
1	General Financial Awareness	50	50	35 minutes
2	General English	40	40	35 minutes
3	Reasoning Ability & Computer Aptitude	50	60	45 minutes
4	Quantitative Aptitude	50	50	45 minutes
	Total	190	200	160 minutes

☛ **Cut-off Score (Online Main examination) :** Each candidate will be required to obtain a minimum score in each test of Online Main Examination and also a minimum total score to be considered for further process. Depending on number of the State/ UT wise vacancies available, cut-offs will be decided and candidates will be considered for provisional allotment. Prior to the completion of provisional allotment process scores obtained in the Online Main Examination will not be shared with the candidates.

☛ **MARKS OBTAINED IN THE ONLINE MAIN EXAMINATION ONLY WILL BE CONSIDERED FOR FINAL MERIT LISTING.**

☛ **Penalty for Wrong Answers (Applicable to both – Online Preliminary and Online Main Examination) :** There will be penalty for wrong answers marked in the Objective Tests. For each question for which a wrong answer has been given by the candidate one fourth or 0.25 of the marks assigned to that question will be deducted as penalty to arrive at corrected score.

☛ **Application Fees :** - ₹ 850 /- (inclusive of GST) [₹ 175/- (inclusive of GST) for SC/ST/PWBD/EXSM candidates]
[*Payment of Fees/intimation charges* **via the Online Mode**]

N.B. : The Candidate should have a valid e-mail ID. No hard copy of the Call-Letter/ information handout will be sent out by post. Candidates will not be permitterd to appear for the Written Examiiation WITHOUT following documents
1. Call letter for Written examination   2. Photo identity proof in original   3. Photocoy of Photo-identity proof.

PHOTOGRAPH IMAGE	SIGNATURE IMAGE
Dimensions 200 × 230 pixels (preferred)	Dimensions 140 × 60 pixels (preferred)
Size of the should be between 20kb-50kb	Size of file should be between 10kb-20kb

☛ **Pre-Requisites for Applying Online**

Before applying online, candidates should —

(I) **scan their :**
- **photograph** (4.5cm × 3.5cm)
- **signature**
- **left thumb impression** (If a candidate is not having left thumb, he/she may use his/ her right thumb. If both thumbs are missing, the impression of one of the fingers of the left hand starting from the forefinger should be taken. If there are no fingers on the left hand, the impression of one of the fingers of the right hand starting from the forefinger should be taken. If no fingers are available, the impression of left toe may be taken. In all such cases where left thumb impression is not uploaded, the candidate should specify in the uploaded document the name of finger and the specification of left/right hand or toe).
- **a hand written declaration** (text given below) { In case of candidates who cannot write may get the text of declaration typed and put their left hand thumb impression (if not able to sign also) below the typed declaration and upload the document as per specifications}.
  ensuring that the all these scanned documents adhere to the required specifications as given in Annexure III to this Advertisement.

(ii) Signature in CAPITAL LETTERS will NOT be accepted.

(iii) The left thumb impression should be properly scanned and not smudged

(iv) The text for the hand written declaration is as follows –
"I, _____ (Name of the candidate), hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required."

(v) The above mentioned hand written declaration has to be in the candidate's hand writing and in English only and should NOT BE IN CAPITAL LETTERS. If it is written by anybody else or in any other language, the application will be considered as invalid.

(vi) Keep the necessary details/documents ready to make Online Payment of the requisite application fee/ intimation charges

(vii) have a valid personal email ID, which should be kept active till the completion of this round of Common Recruitment Process. IBPS may send call letters for the Examination etc. through the registered e-mail ID. Under no circumstances, a candidate should share with/mention e-mail ID to / of any other person. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying on-line and must maintain that email account.

☛ **Procedure for applying online:-**

(1) Candidates are first required to go to the IBPS's website www.ibps.in and click on the Home Page to open the link "CRP Clerks" and then click on the option "CLICK HERE TO APPLY ONLINE FOR CRP- Clerks (CRP-Clerks-X)" to open the On-Line Application Form.

(2) Candidates will have to click on "CLICK HERE FOR NEW REGISTRATION" to register their application by entering their basic information in the online application form. After that a provisional registration number and password will be generated by the system and displayed on the screen. Candidate should note down the Provisional registration number and password. An Email & SMS indicating the Provisional Registration number and Password will also be sent. They can reopen the saved data using Provisional registration number and password and edit the particulars, if needed.

(3) Candidates are required to upload their
- Photograph
- Signature
- Left Thumb Impression
- A hand written declaration
as per the specifications given in the Guidelines for Scanning and Upload of documents (Annexure III).

(4) **Candidates are advised to carefully fill in the online application themselves as no change in any of the data filled in the online application will be possible/ entertained. Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required. No change is permitted after clicking on FINAL SUBMIT Button. Visually Impaired candidates are responsible for carefully verifying/ getting the details filled in, in the online application form properly verified and ensuring that the same are correct prior to submission as no change is } possible after submission.**

(5) The candidate should indicate in the online application the state to which he/she opts for provisional allotment on selection. The option once exercised will be irrevocable.

Your Online Application will not be registered unless you upload your Photograph, signature, left thumb impression and hand written declaration as specified.

Note:-

(1) In case the face in the photograph or signature or left thumb impression or the hand written declaration is unclear / smudged the candidate's application may be rejected.

(2) After uploading the Photograph / signature / left thumb impression / hand written declaration in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature or left thumb impression or the hand written declaration is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature or left thumb impression or the hand written declaration, prior to submitting the form.

(3) Candidate should also ensure that photo is uploaded at the place of photo and signature at the place of signature. If photo in place of photo and signature in place of signature is not uploaded properly, candidate will not be allowed to appear for the exam.

(4) Candidate must ensure that Photo to be uploaded is of required size and the face should be clearly visible.

(5) If the photo is not uploaded at the place of Photo Admission for Examination will be rejected/denied. Candidate him/herself will be responsible for the same.

(6) Candidates should ensure that the signature uploaded is clearly visible

(7) After registering online candidates are advised to take a printout of their system generated online application forms.