

GURGAON GRAMIN BANK  
HEAD OFFICE  
'PRAGATI BHAWAN' 36 P, SECTOR - 44,  
INSTITUTIONAL AREA,  
GURGAON - 122 002, (HARYANA)  
Tel.: 91-0124-4078901

(PERSONNEL DEPARTMENT)

**EXTENSION OF THE DATE OF WRITTEN EXAMINATION FOR THE POST OF  
OFFICE ASSISTANT (MULTIPURPOSE) FROM 15.05.2011 TO 05.06.2011**

All the candidates **who have applied for the post of Office Assistant (Multipurpose)** are informed that due to Municipal Corporation, Gurgaon election scheduled on 15.05.2011, the written examination which was scheduled on 15.05.2011, has been **postponed to 05.06.2011**. Now the written examination for the post of Office Assistant (Multipurpose) will be held on 05.06.2011.

Candidates may also note that call letters will be issued by IBPS, Mumbai accordingly. If eligible candidates who do not receive call letter from IBPS, Mumbai by 01.06.2011, should contact the Head Office of the Bank with details of his/her name, address, photocopy of demand draft/pay order alongwith a photograph for obtaining duplicate call letters. Duplicate call letters will be issued between 10 am to 5 pm during 02.06.2011 to 04.06.2011 at "Pragati Bhawan" 36 P, Sector – 44, Institutional Area, Gurgaon (Haryana), Phone Number 0124 – 4078901.

All concerned are advised to take a note of it.

Date: 03.05.2011

Sd/-  
GENERAL MANAGER

GURGAON GRAMIN BANK  
HEAD OFFICE  
565, 'SHIV PLAZA' RAILWAY ROAD,  
SECTOR 4 & 7 CROSSING,  
GURGAON - 122 001, (HARYANA)  
Tel.: 91-0124-4078901-05 (5 lines) FAX: 91-124-2322159  
(PERSONNEL DEPARTMENT)

**SCHEDULE FOR PRE-EXAMINATION TRAINING FOR SC/ST/MINORITY COMMUNITY  
CANDIDATES WHO HAVE APPLIED FOR THE POST OF CLERK CUM CASHIER –  
WRITTEN EXAMINATION TO BE HELD ON 01.11.2009**

All the SC/ST/Minority Community candidates who have applied for the post of Clerk cum Cashier and opted for pre-examination training are hereby informed that Bank is going to conduct pre examination training at Vaish Dharmshala, Near Ram Mandir, Sector – 4, Urban Estate, Gurgaon during the period from 20.10.2009 to 24.10.2009 as per the schedule mentioned below:-

Date	Time
20.10.2009 to 24.10.2009	08.00 A. M. to 12.00 N oon
	12.00 Noon. to 04.00 P. M.
	04.00 P. M. to 08.00 P. M.

All concerned are advised to make a note of it and attend the pre-examination training as per their convenience.

Date: 16.10.2009

GENERAL MANAGER

Sir,

We may display the above on our Web Site for the information of the candidates so that they may attend the training.

We may also advise our EDP Cell to get deleted the previous matter related to pre-examination training placed by the Bank for the post of Officer Scale-I.

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**(PERSONNEL DEPARTMENT)**

**INTERVIEW DATES FOR THE POST OF OFFICER SCALE-I**

**(07.09.2009 AND 08.09.2009)**

**This is further to our notification dated 12.08.2009 vide which the Bank had displayed the Roll Number of candidates found eligible for interview for the post of Officer Scale-I in our Bank. All the eligible candidates are hereby informed that interview will be held at our Head Office, Gurgaon on 07.09.2009 and 08.09.2009 at 8.30 A. M. onwards on both the days. Therefore, all the eligible candidates may please note the same. Separate call letters have been sent to the individual eligible candidates.**

**Candidates are advised to note the following**

- 1. If any candidate fails to appear for interview as per the schedule due to whatsoever reason, the candidature for the above post will be treated as cancelled.**
- 2. Candidate should bring all the original documents alongwith a set of photocopies attested by a Gazetted Officer, in support of the candidature for the above post e.g.**
  - a) Certificates for SC/OBC/ Person with Disability/Ex-Serviceman (wherever applicable).**
  - b) Secondary School Certificate/School leaving Certificate or any other documentary proof of age.**
  - c) Relevant certificate if relaxation in age is claimed.**
  - d) Marks sheet in support of educational qualification viz. Graduate/Master degree.**
  - e) Candidates with higher qualifications in Computer/ Accounting/ Management/ Engineering/ Business Administration/ Law/ Agriculture/ Veterinary Science/ M. Sc. Computer Science/ MCA/ Chartered Accountant and Civil Engineering etc. will have to bring the original certificates in support of their above qualification to get preference at the time of interview.**

**Candidates serving in Government/Public Sector undertakings (including Banks) should bring "No Objection Certificate" from their employer, in the absence of which their candidature will not be considered.**

3. The candidature for the post has been considered based on the following declarations made by the candidates in the application form stating that:-
  - a) Candidates have proficiency in Hindi Language.
  - b) Candidates have knowledge of English language.
  - c) Candidates have passed Graduation with minimum 60% (55% for SC & OBC Candidates) marks from a recognized University.
  - d) The said qualifications are as on 01.01.2009.
4. No TA/DA will be admissible for the interview.
5. If at any stage of the recruitment, it is found that a candidate does not fulfill the eligibility criteria, his candidature will be cancelled.
6. Even if the candidate qualifies in the interview and subsequently it is found that he does not fulfill the prescribed eligibility criteria, his candidature will be cancelled.
7. Please note that the Interview letter does not constitute an offer for appointment in the Bank.

**Date: 01.09.2009**

**GENERAL MANAGER**