



Head Office: SHGB House, Plot No.1, Sector-3, Rohtak  
Human Resource Development Division

## **NOTICE**

Consequent to the Biometric verification that was conducted from 13.03.2023 to 18.03.2023, we are pleased to inform all the candidates who have got there Biometric Verification completed, to report for the completion of Pre-Joining formalities as per details provided here under:

S. No.	Cadre	No. of Candidates	Reporting Date	Time & No. of Candidates
1	Officer Scale-I	98	19.06.2023	10.00 AM (60Candidates) 02.00 PM (38 Candidates)
2	Officer Scale-II (IT)	7	20.06.2023	10.00 AM
3	Officer Scale-II (CA)	1	20.06.2023	10.00 AM
4	Officer Scale-II (LAW)	2	20.06.2023	10.00 AM
5	Officer Scale-II (Treasury)	1	20.06.2023	10.00 AM
1	Office Assistant (MP)	58	23.06.2023	10.00 AM
		57	28.06.2023	10.00 AM
7	Officer Scale-II (GBO)	48	03.07.2023	10.00 AM
8	Officer Scale-III	15	03.07.2023	02.00 PM

**Venue of Reporting: Head Office, SHGB House, Plot No. 1, Sector-3, Rohtak-124001.**

On fulfillment of the terms & conditions and eligibility criteria as per Rules & Regulations of the Bank and after the execution of required documents & completion of pre-joining formalities to the satisfaction of the Bank, the candidates will be offered Letter of Appointment.

**On the day of reporting, the candidates will have to bring the following certificates/testimonials /documents and call letter in original: -**

1. Printout of the result declared by IBPS, Mumbai, intimating about provisional allotment to Sarva Haryana Gramin Bank for a particular post.
2. Original Educational Qualification Certificates /Degrees including Computer Literacy Certificate /testimonials /Mark Sheets of all the examinations/ all semesters passed and other Certificates in respect of age, caste, category, experience etc. along with self-attested Photostat copies thereof.
3. Unconditional/Unqualified and satisfactory discharge/release certificate/s in original from previous employer/s, if in case the selected candidate was already employed.
4. Three copies of passport size colored photograph that was submitted at the time of Biometric & Documents Verification with date & name captioned at the bottom of the photographs.
5. Caste Certificate of the Candidate on prescribed format as per IBPS RRBs notification & as has also been stipulated by Government of India, in case he/she belongs to SC/ST & OBC (Non-Creamy Layer).
6. Original Income & Asset certificate issued by any of the Authorities as has already been notified by the Government of India in the prescribed format, if the selected candidate of Economically Weaker Section (EWS) of the society.
7. Persons with Disabilities i.e. PWD (OC/VI/HI/ID) shall have to produce the Disability Certificate in original on prescribed format as per Notification of IBPS, issued by the Medical Board of at least three doctors and duly constituted by the Government clearly specifying the category and degree of disability (One of the members of the Board should be the specialist in the particular field for assessing Locomotor, Visual Disability, Hearing, Speech Disability & intellectual disability, specific learning disability and mental illness etc).





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8. Candidates who were/are employed in Defense Services, shall have to bring a **Discharge certificate/Prescribed performa as per applicability in original**, along with one self attested copy thereof.
9. Persons eligible for age relaxation must produce a relevant certificate to the effect that they are eligible for said relief.
10. Medical fitness certificate issued by a **Chief Medical Officer of not below the rank of Civil Surgeon of Government Hospital**. The X-Ray plate of chest and Radiologist Report must also be brought.
11. An Indemnity Bond as per proforma available at the Bank's website <https://shgb.co.in/recruitment>. The Bond must be **Notarized** on Stamp paper as per prevailing rates of concerned State, where the Indemnity Bond is to be executed (e.g. in State of Haryana, on Stamp Paper of Rs. 150/- i.e. as per rates prevailing in the Domicile of the candidate's State). Please ensure to furnish the Identity proof of the person who has signed/appeared as Surety in the said Indemnity Bond.
12. Satisfactory/favorable reports from two references as per the format given in the pre-joining formalities, who are respectable persons and also **not related to the candidate**.
13. Proof of identity and address as i.e. Passport, Pan Card, Aadhaar Card, Driving License acceptable to the Bank.
14. Prior to reporting for completion of pre joining formalities, candidate must ensure that they fulfill all the eligibility criteria as stipulated in the relative Advertisement issued by IBPS, Mumbai for **CRP RRBs XI**. If it is subsequently observed/found at any stage that any one does not fulfill the eligibility criteria prescribed for the said post, he/she may not be allowed to join the Bank's service and his/her candidature for the post will stand rejected /cancelled.
15. In case it is detected at any stage that candidate do not fulfill the eligibility norms and/or that has furnished any incorrect/ false information/certificate/ documents or suppressed any material fact(s) including past employment and antecedents, his/her candidature will stand cancelled. If any of these shortcoming(s) is/are detected even after appointment in the Bank, his/her services are liable to be terminated.
16. In case, a candidate fails to report on the above said date & timings as per the schedule, his /her Provisional allotment will stand cancelled & no further communication shall be made in this regard.
17. No TA/DA is claimable/payable for reporting/joining the Bank.
18. Pre-joining formalities and prescribed Performa are available on Bank's website <https://shgb.co.in/recruitment>.

After completion of Pre-Joining formalities and verification of documents to the satisfaction of the Bank, Letter of Appointment shall be offered to the candidates after completion of Pre-Joining formalities and this communication alone should not be construed as Letter of Appointment.

Please visit Bank's website <https://shgb.co.in/recruitment> for updates.

  
General Manager

Place: Rohtak

Date:

