

(A Government of India Undertaking)

Corporate Office, Speed Post Centre Building, Bhai Veer Singh Marg, New Delhi -110001

**RECRUITMENT OF 132 EXECUTIVES ON CONTRACTUAL BASIS**

**Advertisement No.: IPPB/CO/HR/RECT./2023-24/03**

India Post Payments Bank Limited (IPPB) has been setup under the Department of Post, Ministry of Communications with 100% equity owned by Government of India having presence all over India which aims to utilize all of India's 1,59,015 post offices as access points and 3~Lakh Postmen and Gramin Dak Sewaks (GDS) to provide doorstep banking services. IPPB is leading the next revolution of banking and financial literacy and this new model will pave the way for India's largest banking network to reach each and every corner of the nation.

In order to support our future growth and transformation challenges, IPPB is inviting applications from qualified, energetic and dynamic candidates who will be appointed as Executive on contractual basis through online application mode as per details given below. Interested candidates who fulfil the eligibility criteria may apply online from **26.07.2023 to 16.08.2023** by visiting our website [www.ippbonline.com](http://www.ippbonline.com). No other mode of application will be accepted.

**IMPORTANT DATES:**

(i)	<b>Opening date for On-line Registration of Applications</b>	<b>26.07.2023: 10.00 AM</b>
(ii)	<b>Last date of On-line Submission of Applications with Fee</b>	<b>16.08.2023: 11.59 PM</b>

**NOTE:** Detailed instructions may be referred at the time of applying online application. Candidates in their own interest are advised, not to wait till the last date & time for applying online. IPPB shall not be responsible, if candidates are not able to submit their applications due to last time rush.

**Abbreviations used:** **UR:** Un-reserved, **OBC (NCL):** Other Backward Classes (Non-Creamy Layer), **EWS:** Economically Weaker Section, **SC:** Scheduled Caste, **ST:** Scheduled Tribe, **PWD:** Persons with Disability, **OC:** Orthopedically Challenged, **VI:** Visual Impairment, **HI:** Hearing Impairment, **PSB:** Public Sector Bank, **PSU:** Public Sector Undertaking.

**1. Posts:**

Post/Designation	No. of Vacancies	Age (as on 01-06-2023)	Vacancy reserved for				
			UR	EWS	OBC	SC	ST
Executive	132	21 to 35 years	56	13	35	19	9

Horizontal Reservation is applicable for Persons with Disability (minimum 40% Disability) as per Government of India norms.

**Note:** Number of vacancies are tentative and may increase or decrease as per requirement of the Bank.

## 1.1 STATE-WISE BREAK-UP

Summary of State-wise break-up of 132 vacancies has been tabulated below. However, details of these 132 locations are furnished in **Annexure-I**.

S. No	Circle	State	No. of Posts
1	Assam	Assam	26
2	Chhattisgarh	Chhattisgarh	27
3	Himachal Pradesh	Himachal Pradesh	12
4	Jammu And Kashmir	Jammu And Kashmir	7
		Ladakh	1
5	North East	Arunachal Pradesh	10
		Manipur	9
		Meghalaya	8
		Mizoram	6
		Nagaland	9
		Tripura	5
6	Uttarakhand	Uttarakhand	12
		<b>Grand Total</b>	<b>132</b>

## 2. Job description and Minimum Eligibility Criteria:

Position	Job Description	Minimum Eligibility Criteria
Executive	<ul style="list-style-type: none"> <li>Achievement of Monthly revenue targets through direct sales of Bank's products.</li> <li>Organize customer acquisition events and run campaigns in the area under Branch/ Office jurisdiction to increase financial literacy.</li> <li>Conduct periodic training and education sessions for Business Correspondents (Individual/Dept of post End users) on IPPB products and services.</li> <li>Operate seamlessly with Dept. of Post End users and counterparts to drive Business of IPPB products and third-Party sales.</li> <li>Assist Individual &amp; Corporate Business Correspondents in acquiring new customers for IPPB and its Partner Organizations.</li> <li>Acquire, grow and retain customer relationships.</li> <li>Develop and manage the strategic relationship with all channel partners to drive sales and disseminate marketing information, events, training and promotions which will facilitate meeting the Bank's business goals.</li> <li>Adhere to all operational guidelines &amp; compliances of the bank and responsible for submission of periodical reports/returns.</li> <li>Any other duties assigned by the Bank from time to time.</li> </ul>	<p><b>Minimum Educational Qualification:</b></p> <p>Graduate in any discipline.</p> <p><b>Note:</b> The candidate with prior experience in sales/operations of financial products would be preferred.</p>

### **3. Period of Contract:**

The contract would be initially for a period of 01 year and this may be reviewed for extension on Year-to-Year basis for a further period of 02 years, subject to satisfactory performance. The Maximum duration of this contract would be three (3) years.

### **4. Selection Process:**

- a) Selection will be made on the basis of Online Test and or Group Discussion and or Personal Interview. Merely satisfying the eligibility norms do not entitle a candidate to be called for Interview/Group Discussion or Online Test.
- b) IPPB reserves the right to call only the requisite number of candidates for the Assessment/ Interview/ Group Discussion or Online Test after preliminary screening/ short listing with reference to candidates' qualification, experience, profile vis-a-vis job requirements, etc.
- c) Results of the candidates who have qualified for various stages of the recruitment process and the list of candidates finally selected will be made available on the website. Final select list will be published on the website.

### **5. Pay and allowances:**

- a) The Bank shall pay a lump sum amount of ₹30,000/- (rupees thirty thousand only) per month inclusive of statutory deductions.
- b) Tax deductions will be done as per Income Tax Act, considering the amendments from time to time.
- c) Executives engaged in business activities may be paid incentives by Bank based on their performance.
- d) Executives may be paid annual increment of their Lump sum pay as decided by the Bank from time to time.
- e) Further, it is clarified that no other pay/allowances/bonus etc. shall be paid except those mentioned above.

### **6. Job Location**

- a) All candidates shall submit their preferred location out of the various locations as furnished in **Annexure-I**, in the online application. Candidate can choose three locations of their preference in the online application. In addition to three preferential locations the candidate may also opt option of serving anywhere in India.
- b) The candidate shall not submit more than one application. Multiple applications will be summarily rejected.
- c) Based on the marks scored in the selection process, the candidates shall be allotted preferred location subject to their successful qualification of the selection process. Change in the data already submitted by the candidate in the application form shall not be permitted.
- d) In the event of two or more candidates having obtained the same score in selection process, merit order shall be decided as per the date of birth of the candidates.

## 7. Application Fee / Intimation Charges (Non-Refundable)

Category of Applicant	Application Fee
SC/ST/PWD (Only Intimation charges)	INR 100.00 (Rupees One Hundred Only)
For all others	INR 300.00 (Rupees Three Hundred Only)

- i. Candidates should ensure their eligibility before applying for the post.
- ii. Application once submitted will not be allowed to be edited/ withdrawn and application fee once paid will NOT be refunded under any circumstances nor can it be held in reserve for any other future selection process.

## 8. Action against candidates found guilty of misconduct

Candidates are advised in their own interest that they should not furnish any particulars/details/information or make statements that are false, incorrect, tampered, fabricated and should not conceal or suppress any material information while filling up the application form and submitting the attested copies of testimonials. In case it is detected at any time that the candidate has indulged in any of the above-mentioned activities, he/she will not only be disqualified but will be liable to be dismissed from the services of IPPB at any time, even after being selected and after joining IPPB's service. At the time of Interview, if a candidate is (or has been) found guilty of:

- i. Using unfair means during the selection process, or
- ii. Impersonating or procuring impersonation by any person, or
- iii. Misbehaving in the Personal Interview/ Group Discussion, or
- iv. Resorting to any irregular or improper means in connection with his/her candidature, including resorting to canvassing for his candidature, or obtaining support for his/her candidature, by any means, such candidate may, in addition to rendering himself/herself liable to criminal prosecution, shall also be liable:
  - (a) To be disqualified from the selection process for which he / she is a candidate;
  - (b) To be debarred, either permanently or for a specified period, from any examination or recruitment conducted by IPPB.

## 09. Reservations & Relaxations:

- (a) Reservations and relaxations for SC/ ST/ OBC (Non-Creamy Layer) / PWD (**Degree of Disability 40% or above**) candidates will be provided as per guidelines of Govt. of India for the purpose.
- (b) Age relaxation for Ex-Servicemen category candidates is applicable as per Government of India guidelines.
- (c) The upper age limit is relaxed by 5 years for SC/ST, 3 Years for OBC (Non-Creamy Layer) and 10 years for PWD-UR, 13 years for PWD-OBC (Non-Creamy layer) and 15 years for PWD-SC/ST candidates.
- (d) The OBC candidates who belong to 'Creamy Layer' are not entitled for concession admissible to OBC Category and such candidates have to indicate their category as General.

## 10. General information

- a) All the minimum educational qualifications must be from the recognized University/Institute, recognized AICTE/UGC/Central or Deemed University and should be regular/full time course. In case of any dispute arising about admissibility of any particular qualification, the decision of India Post Payments Bank Limited (IPPB) shall be final and binding.

- b) Incomplete application, in any respect shall be rejected and no further correspondence shall be entertained. In addition, no other means/mode of submission of application other than online application shall be accepted under any circumstances.
- c) No TA/DA will be paid to any candidate for appearing in the selection process. If any discrepancies are found between the data filled by the candidate online and the original testimonies, his candidature **is liable to be rejected**.
- d) If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/ her candidature is liable to be rejected at any stage of the recruitment process or after recruitment or joining.
- e) The management reserves the right to fill or not to fill or partially fill any of the above positions without assigning any reasons whatsoever. IPPB also reserves the right to cancel / restrict / modify / alter the recruitment process, if required.
- f) Any modifications/ amendments /corrigendum in respect of the above advertisement shall be made available only on IPPB's official website. Hence prospective applicants are advised to visit IPPB's website regularly for this purpose.
- g) All correspondence/announcements with respect to above recruitment process shall be done through e-mail/notices on the company's website. Important information regarding recruitment will be available in IPPB website and as such, candidates are advised to visit the same frequently. It is the responsibility of the candidate to download/print the Admit Card/ Interview Call Letters. Company will not be responsible for any loss of email sent, due to invalid/ wrong Email ID provided by the candidate or due to any other reason. Candidate's E-mail Id and Mobile No. should be valid for at least one year.
- h) For any queries please write to email id: [careers@ippbonline.in](mailto:careers@ippbonline.in).

**Sd/-**  
**Chief HR Officer**  
**HR Department**

Circle	State	Branch	Number of Executives
CHHATTISGARH	CHHATTISGARH	RAIPUR	1
CHHATTISGARH	CHHATTISGARH	DHAMTARI	1
North East	ARUNACHAL PRADESH	ALONG	1
North East	ARUNACHAL PRADESH	BOMDILA	1
North East	ARUNACHAL PRADESH	CHANGLANG	1
North East	ARUNACHAL PRADESH	ITANAGAR	1
North East	ARUNACHAL PRADESH	KHONSA	1
North East	ARUNACHAL PRADESH	NAMSAI	1
North East	ARUNACHAL PRADESH	PASIGHAT	1
North East	ARUNACHAL PRADESH	ROING	1
North East	ARUNACHAL PRADESH	TAWANG	1
North East	ARUNACHAL PRADESH	ZIRO	1
ASSAM	ASSAM	BARPETA	1
ASSAM	ASSAM	BONGAIGAON	1
ASSAM	ASSAM	CHARIALI	1
ASSAM	ASSAM	DHEMAJI	1
ASSAM	ASSAM	DHUBRI	1
ASSAM	ASSAM	DIBRUGARH	1
ASSAM	ASSAM	DIPHU	1
ASSAM	ASSAM	GOALPARA	1
ASSAM	ASSAM	GOLAGHAT	1
ASSAM	ASSAM	HAFLONG	1
ASSAM	ASSAM	HAILAKANDI	1
ASSAM	ASSAM	HOJAI	1
ASSAM	ASSAM	JORHAT	1
ASSAM	ASSAM	KARIMGANJ	1
ASSAM	ASSAM	KOKRAJHAR	1
ASSAM	ASSAM	MANGALDOI	1
ASSAM	ASSAM	MEGHDOOT BHAWAN	1
ASSAM	ASSAM	MORIGAON	1
ASSAM	ASSAM	NAGAON	1
ASSAM	ASSAM	NALBARI	1
ASSAM	ASSAM	NORTH LAKHIMPUR	1
ASSAM	ASSAM	SILCHAR	1
ASSAM	ASSAM	SIVASAGAR	1
ASSAM	ASSAM	TEZPUR	1
ASSAM	ASSAM	TINSUKIA	1
ASSAM	ASSAM	UDALGURI	1
CHHATTISGARH	CHHATTISGARH	AMBIKAPUR	1
CHHATTISGARH	CHHATTISGARH	BAIKUNTHPUR	1
CHHATTISGARH	CHHATTISGARH	BALOD	1
CHHATTISGARH	CHHATTISGARH	BALODA BAZAR	1
CHHATTISGARH	CHHATTISGARH	BALRAMPUR	1
CHHATTISGARH	CHHATTISGARH	BEMETARA	1
CHHATTISGARH	CHHATTISGARH	BIJAPUR	1
HIMACHAL PRADESH	HIMACHAL PRADESH	BILASPUR	1
CHHATTISGARH	CHHATTISGARH	BILASPUR	1
CHHATTISGARH	CHHATTISGARH	CHAMPA	1

Circle	State	Branch	Number of Executives
CHHATTISGARH	CHHATTISGARH	BHILAI	1
CHHATTISGARH	CHHATTISGARH	DANTEWADA	1
CHHATTISGARH	CHHATTISGARH	GARIABAND	1
CHHATTISGARH	CHHATTISGARH	JAGDALPUR	1
CHHATTISGARH	CHHATTISGARH	JASHPURNAGAR	1
CHHATTISGARH	CHHATTISGARH	KANKER	1
CHHATTISGARH	CHHATTISGARH	KAWARDHA	1
CHHATTISGARH	CHHATTISGARH	KONDAGAON	1
CHHATTISGARH	CHHATTISGARH	KORBA	1
CHHATTISGARH	CHHATTISGARH	MAHASAMUND	1
CHHATTISGARH	CHHATTISGARH	MUNGELI	1
CHHATTISGARH	CHHATTISGARH	NARAYANPUR	1
CHHATTISGARH	CHHATTISGARH	RAIGARH	1
CHHATTISGARH	CHHATTISGARH	RAJNANDGAON	1
CHHATTISGARH	CHHATTISGARH	SUKMA	1
CHHATTISGARH	CHHATTISGARH	SURAJPUR	1
HIMACHAL PRADESH	HIMACHAL PRADESH	CHAMBA	1
HIMACHAL PRADESH	HIMACHAL PRADESH	DEHRA	1
HIMACHAL PRADESH	HIMACHAL PRADESH	DHARAMSALA	1
HIMACHAL PRADESH	HIMACHAL PRADESH	KULLU	1
HIMACHAL PRADESH	HIMACHAL PRADESH	MANDI	1
HIMACHAL PRADESH	HIMACHAL PRADESH	NAHAN	1
HIMACHAL PRADESH	HIMACHAL PRADESH	RECKONG PEO	1
HIMACHAL PRADESH	HIMACHAL PRADESH	SHIMLA	1
HIMACHAL PRADESH	HIMACHAL PRADESH	SOLAN	1
HIMACHAL PRADESH	HIMACHAL PRADESH	UNA	1
JAMMU and KASHMIR	JAMMU AND KASHMIR	ANANTNAG	1
JAMMU and KASHMIR	JAMMU AND KASHMIR	BARAMULLA	1
JAMMU and KASHMIR	JAMMU AND KASHMIR	KATHUA	1
JAMMU and KASHMIR	LADAKH	LEH	1
JAMMU and KASHMIR	JAMMU AND KASHMIR	JAMMU	1
JAMMU and KASHMIR	JAMMU AND KASHMIR	RAJOURI	1
JAMMU and KASHMIR	JAMMU AND KASHMIR	SRINAGAR	1
JAMMU and KASHMIR	JAMMU AND KASHMIR	UDHAMPUR	1
North East	MANIPUR	CHANDEL	1
North East	MANIPUR	CHURACHANDPUR	1
North East	MANIPUR	IMPHAL	1
North East	MANIPUR	JIRIBAM BAZAR	1
North East	MANIPUR	MOIRANG SO	1
North East	MANIPUR	SENAPATI	1
North East	MANIPUR	TAMENGLONG	1
North East	MANIPUR	THOUBAL	1
North East	MANIPUR	UKHRUL	1
North East	MEGHALAYA	JOWAI	1
North East	MEGHALAYA	KHLIEHRIAT	1
North East	MEGHALAYA	MAHENDRAGANJ	1
North East	MEGHALAYA	NONGPOH	1
North East	MEGHALAYA	NONGSTOIN	1
North East	MEGHALAYA	SHILLONG	1
North East	MEGHALAYA	TURA	1

Circle	State	Branch	Number of Executives
North East	MEGHALAYA	WILLIAMNAGAR	1
North East	MIZORAM	AIZAWL	1
North East	MIZORAM	CHAMPHAI	1
North East	MIZORAM	KOLASIB	1
North East	MIZORAM	LAWNGTLAI	1
North East	MIZORAM	LUNGLEI	1
North East	MIZORAM	SERCHHIP	1
North East	NAGALAND	DIMAPUR	1
North East	NAGALAND	KOHIMA	1
North East	NAGALAND	MOKOKCHUNG	1
North East	NAGALAND	MON	1
North East	NAGALAND	PHEK	1
North East	NAGALAND	TUENSANG	1
North East	NAGALAND	WOKHA	1
North East	NAGALAND	ZALUKIE	1
North East	NAGALAND	ZUNHEBOTO	1
North East	TRIPURA	AGARTALA	1
North East	TRIPURA	DHARMANAGAR	1
North East	TRIPURA	KAILASHAHAR	1
North East	TRIPURA	KHOWAI	1
North East	TRIPURA	RADHAKISHOREPUR	1
HIMACHAL PRADESH	HIMACHAL PRADESH	HAMIRPUR	1
UTTARAKHAND	UTTARAKHAND	ALMORA	1
UTTARAKHAND	UTTARAKHAND	BAGESHWAR	1
UTTARAKHAND	UTTARAKHAND	CHAMPAWAT	1
UTTARAKHAND	UTTARAKHAND	DEHRADUN	1
UTTARAKHAND	UTTARAKHAND	CHAMOLI	1
UTTARAKHAND	UTTARAKHAND	HARIDWAR	1
UTTARAKHAND	UTTARAKHAND	NAINITAL	1
UTTARAKHAND	UTTARAKHAND	PAURI	1
UTTARAKHAND	UTTARAKHAND	PITHORAGARH	1
UTTARAKHAND	UTTARAKHAND	RUDRAPUR	1
UTTARAKHAND	UTTARAKHAND	TEHRI	1
UTTARAKHAND	UTTARAKHAND	UTTARKASHI	1