



CENTRAL OFFICE

मानव संपदा प्रबंधन/ HUMAN CAPITAL MANAGEMENT
(भर्ती एवं पदोन्नतर्त प्रभाग RECRUITMENT AND PROMOTION DIVISION)

NOTIFICATION

RECRUITMENT OF CREDIT OFFICER IN JUNIOR MANAGEMENT GRADE SCALE - I (MAINSTREAM) UPON PASSING POST-GRADUATE DIPLOMA IN BANKING & FINANCE (PGDBF) – DECLARATION OF A SECOND WAIT LIST OF CANDIDATES AND SCHEDULE OF DOCUMENT VERIFICATION ALONGWITH COMMENCEMENT OF PGDBF COURSE

Attention is drawn to our notification dated 30th September 2025 wherein a list of 132 candidates waitlisted was published. Waitlisted candidates were advised to report on 10.10.2025 for document verification, biometric/iris authentication/ Medical Fitness Certificate and enroll in the PGDBF Course.

Subsequently, upon reporting of candidates for enrolment in the PGDBF Course on 10th October 2025, it was decided to prepare a second waitlist of 40 candidates to fill the remaining vacancies. The Bank has accordingly decided to enroll waitlisted candidates in the PGDBF Course, subject to successful completion of document verification, biometric/iris authentication, and submission of a valid Medical Fitness Certificate, along with fulfillment of other terms and conditions as contained in the PGDBF Course notification.

The PGDBF course for the said candidates shall commence on 24.11.2025 at the Manipal Academy of Banking, Bangalore. Candidates are advised to report at the Academy on 24.11.2025 at 9:30 a.m. at the address mentioned in Annexure B for document verification, biometric/iris verification, and medical fitness checks. Successful candidates will then be enrolled in the PGDBF Course comprising 9 months of classroom training and 3 months of on-the-job training, as per the attached list.

Failure to report on the scheduled date, or failure to produce required documents, or failure to successfully complete biometric/iris/medical verification will lead to disqualification.

The final selection and decision will be taken by the bank and is subject to:

- Successful verification of original documents and biometric/iris authentication.
- Being declared medically fit by a designated medical authority.
- Satisfactory verification of KYC and background details.
- Other terms and conditions contained in the original notification.
- Successful completion of **1-year PGDBF Program** (9 months classroom training at Bangalore + 3 months on-the-job training).
- The candidate shall Obtain the **Diploma in Banking & Finance (DBF)** from the Indian Institute of Banking & Finance (IIBF) within 15 months from the date of commencement of the PGDBF Course.

- **List of 40 Candidates from the second waitlist whose date of reporting at Manipal Academy of Banking in Bangalore is 24.11.2025 attached as annexure A.**
- **Address of the designated institute with name and contact number of the nodal officers is attached as annexure B.**

Reporting schedule for candidates enlisted in annexure A:

Date	Time of reporting
24th November 2025	9.30 AM

Please note that Process of Document verification/biometric/iris/Enrolment to PGDBF Course will commence from 9.30 A.M onwards on 24.11.2025. Therefore, all candidates are advised to report at given address at 9:00 A.M on scheduled date.

The candidates are advised to come fully prepared as their PGDBF Course will be for 1 Year and shall commence from 24.11.2025 at the campus of Manipal Academy of Banking in Bangalore on successful completion of Document verification/Biometric/Medical certificate.

Document Verification Process:

Candidates (Waitlisted) must present both original documents and two set of self-attested photocopies of all required documents for the Document Verification process. Failure to produce any of the required documents may lead to disqualification from the recruitment process. Decision of the Bank in all matters pertaining to recruitment process shall be final and binding.

Documents to Carry for Document Verification Process:

The Waitlisted Candidate's enrolment for the PGDBF Course will be subject to producing the following original certificates / documents for verification / record along with self-attested photocopies of all required documents on the scheduled date.

1. Call letter for enrolment to PGDBF Course.
2. Candidates must have a PAN & Aadhar card with them for verification. Other ID proof like passport, voter's card, driving license may be produced as address proof.
3. Passport-Size Photographs: The candidate needs to bring 6 passport-size colour photographs. The photo must match the one uploaded when submitting the application online
4. All original documents (SSC/HSC/Graduation/Post-Graduation Mark sheets and Certificates etc.) for its verification.
5. Date of Birth Proof: Applicants should always have a valid, original birth certificate or their grade report from their tenth-grade year on hand.
6. Discharge Certificate from your present employer without which candidate shall not be allowed to report and admitted to PGDBF Course. Experience certificates in original (if applicable).
7. Valid caste certificate, cast validity certificate (wherever applicable) from the Competent Authority (as prescribed by the Government) in support of the Candidate's claim of belonging to OBC/SC/ST/PWD/EWS etc.

In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to creamy layer section excluded from the benefits of reservation for Other Backward Classes in Civil post & services under Government of India. Candidates belonging to OBC category but coming under creamy layer are not entitled to OBC reservation. They should indicate their category as General in the online application form. The candidate should possess a valid OBC certificate with a non-creamy layer clause as per the Government of India guidelines, from time to time.

Further, appointment of the candidates belonging to Jat Community will be dealt in accordance with the judgement of Supreme Court dated 17.03.2015.

8. **Disability Certificate:** Applicants who fall under the Permanent Benchmark Disability category are required to bring their Disability Certificate, provided by the government in the designated format. Persons with temporary disability shall not have the benefit of reservation of PwBDs (Persons with Benchmark Disabilities).
9. **Police Verification report** – Verified from Local Police Station and district police headquarter.
10. The applicant must have a minimum CIBIL score of 650 on the date of document verification as part of the eligibility criteria. The applicant agrees to provide consent for the retrieval and review of their credit information. Failure to meet the required CIBIL score or any discrepancies in the credit report may result in disqualification or rejection of the appointment without further notice. There should not be any credit default or financial indiscipline visible in the CIBIL report of the candidate.
11. Three-character certificates as under:
 - I. From Principal/Head of the Department of the College/University last attended.
 - II. From Gazetted Officers.
 - III. From Branch manager of any Nationalised Bank/from present employer (if employed).(*Certificates given by relatives are not acceptable).
12. Medical Fitness Certificate (to be signed by Chief Medical Officer/Civil Surgeon)
13. Candidate Declaration Form (signed by candidate and countersigned by Chief Medical Officer/Civil Surgeon).

(Note- Formats of documents mentioned above at point no. 11 to 13 are available on banks website under career folder; all candidates are advised to download the same. Enclosed forms must be completed in all respects, wherever required Passport size photograph may be affixed, so that the verification process is completed expeditiously and without any hitch).

Candidates are instructed to bring all their Original Documents at the time of reporting without fail. **Failure to complete their document verification or non-reporting on 24.11.2025 will be considered as the candidate is not interested in enrolling to PGDBF Course and subsequently joining the Bank and accordingly candidature of such candidates shall be cancelled.**

It may please be noted that in absence of required certificates/ documents, candidates may not be allowed to report. Decision of the Bank in all matters pertaining to selection process shall be final and binding.

PGDBF Training Program:

Shortlisted candidates have to complete and pass 1-year PGDBF Program consisting of **classroom training period of 9 months at Bangalore & 3 months of on-job training.** The Candidates shall successfully, pass the Diploma in Banking & Finance (DBF) from Indian Institute of Banking & Finance (IIBF) within maximum period of 15 months from commencement of PGDBF course without which they shall not be offered appointment. The commencement date of PGDBF course shall be 24.11.2025. **Since shortlisted candidates**

have to undergo PGDBF course as per the criteria stipulated, no extension in date of reporting and date of completion of PGDBF Course shall be allowed.

Course Fee & Loan Facility:

Institute and Course Fee: Candidates shall have to pay the course fee to the designated institute as per the payment terms of the training institute/university. Candidates will have the option to pay the course fee from their own sources or by availing Educational Loan from the Central Bank of India only subject to their eligibility. Tuition fee shall be ₹ 3,35,000/- plus GST (Three Lakh Thirty-Five Thousand + GST). Bank will provide maximum loan amount of ₹ 4,75,000/- (inclusive of program fee and other approved expenses like certification examination, laptop, books etc.) with specified education loan scheme by the Bank.

Breakup of Tuition Fee of ₹ 3,35,000/- (Rupees Three Lakhs Thirty-Five Thousand only) plus applicable GST, to be paid in advance installments to the Institute in the following manner.:

1	Fees to be deposited at the time of enrolment to PGDBF Course	₹ 67,000/- (Indian Rupees Sixty-Seven Thousand only) plus GST
2	On the commencement of the Training Program for respective Batch	₹ 89,500/- (Indian Rupees Eighty-Nine Thousand Five Hundred only) plus GST
3	On or before the commencement of 2nd trimester for a particular Batch of the Training Program	₹ 89,500/- (Indian Rupees Eighty-Nine Thousand Five Hundred only) plus GST
4	On or before the commencement of 3rd trimester for a particular Batch of the Training Program	₹ 89,000/- (Indian Rupees Eighty-Nine Thousand only) plus GST

Since process of Enrolment and Admission to PGDBF Course shall be conducted on 24.11.2025, candidates have to make necessary payments from their own sources or may avail education loan from our Bank towards course fees of the institute.

Campus Guidelines for candidates are stipulated in Annexure B along with Address of campus, contact numbers, how to reach, essential items to carry, documents to carry to complete Hostel/ Campus joining formalities, Dos & Don'ts for Learners, Grooming Standards for Women as well as Men. All candidates have to follow the rules and regulation laid down by the institute and adhere to the instructions given by the institute from time to time.

Reimbursement of Tuition Fees: After the successful completion of 5 years in Bank by the officer without any misconduct or any disciplinary action, the Bank will reimburse the tuition fees only (Excluding GST and Interest applicable on Tuition fees) to the successful candidates. Only the tuition fee will be reimbursed, and no other additional charges/cost will be considered for reimbursement. After completion of 5 years in the Bank, every year 1/5th of the tuition fees shall be paid back to the candidates over the next 5 years that is from 6th to 10th Year. If loan is availed, then 1/5th of tuition fees shall be deposited to loan account of candidates annually from 6th to 10th Year. In case candidate resigns or is terminated between 6th and 10th year of service, the reimbursement of tuition fees will be made on a pro-rata basis.

In the event of the candidate abandoning, absconding or resigning the services of the Bank at any time before the completion of five years, the tuition fees shall not be reimbursed. The entire amount (course fees including tuition fees + GST) shall be borne by candidate only. In case the candidate has availed Educational Loan from the Bank towards payment of the Course Fee and other fees of institute, the same has also to be repaid fully with up-to-date interest and no reimbursement of tuition fees shall be there for candidates from the Bank. If candidate do not join or unable to complete/pass the PGDBF course successfully, he or she has to repay the entire loan amount outstanding as per sanctioned terms and conditions without any reimbursement.

It is reiterated that selection of the candidates is PROVISIONAL and subject to their being declared medically fit & document/biometric verification/KYC details being found satisfactory as per the requirements of the Bank and successful completion of PGDBF and DBF from IIBF. Candidates have to report strictly as per scheduled date mentioned in this notification.

Candidates are advised once again to check if they are fulfilling eligibility criteria as per notifications in all respects. Bank reserves the right to disqualify any candidate who does not fulfil the eligibility criteria at any point of time.

It is reiterated that candidates should regularly visit the Bank's website for updates/ notices/ instructions. All announcements/addendum/ corrigendum/ details pertaining to this process will be only published / provided on authorized Bank's website www.centralbank.bank.in from time to time under Career section.

No separate communication/ intimation will be sent to the candidates who are not shortlisted in the process. All notification/ communication placed on Banks's website shall be treated as intimation to all candidates who have applied for the process.

Mere fulfilment of eligibility does not guarantee appointment. No separate communication will be sent to unselected candidates. The Bank reserves the right to cancel the recruitment process or reject any candidature without assigning reasons. **Decision of the Bank in respect of all matters pertaining to this recruitment would be final and binding on all candidates.**

Date:14.11.2025

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CHIEF GENERAL MANAGER – HR**