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मानव संसाधन प्रबंधन विभाग

Human Resources Management Department

प्रधान कार्यालय: लोकमंगल, 1501, शिवाजीनगर, पुणे5-

Head Office: LOKMANGAL,1501,SHIVAJINAGAR,PUNE-5

टेलीफोन/**TELE**-020 : **25614321-477**

ई/मेल-**e-mail** : bomrpcell@mahabank.co.in

AX1/ST/RP/Officers in Scale II/Phase I/2025-26 **Date: 13.08.2025**

Recruitment Notification
Recruitment of Officers in Scale II - Project 2025-26
Date of submission of online application starts from 13th Aug 2025 to 30th Aug 2025

BANK OF MAHARASHTRA, a leading Public Sector Bank, Public Sector Bank with its Head Office in Pune and a network of over 2,600 branches across the country, is expanding its business and national footprint. The Bank is looking for motivated professionals / officers for its leadership roles at Branches. The Bank invites online applications from candidates for recruitment of **Generalist Officers in Scale II.**

A. Details of number of Posts, Employment Type & Reservation:

Name of the Post	Scale	Employment Type	No. of Vacancies					Total	of which PwBD			
			SC	ST	OBC	EWS	UR		OC	VI	HI	ID
Generalist Officer	II	Permanent	75	37	135	50	203	500	5	5	5	5

Abbreviations: SC: Scheduled Caste, ST: Scheduled Tribe, OBC: Other Backward Classes, EWS: Economically Weaker Section, UR: Unreserved, PwBD: Persons with Benchmark Disabilities, OC: Orthopedically Challenged, VI: Visual Impairment, HI: Hearing Impairment, ID: Intellectual / Multiple Disabilities.

B. Details of Post, Qualification, Experience, Age and Job Profile:

Post	**Generalist Officer (Scale II)**
Qualification	**Essential:** Bachelor's degree / Integrated Dual Degree in any discipline with minimum 60% marks in the aggregate of all semesters / years (55% for SC / ST / OBC / PwBD) from a University / Institute recognized by Government of India or its Regulatory Bodies **OR** Chartered Accountant **Desirable:** Professional qualifications like CMA / CFA / ICWA from a recognized Institution recognized by Govt. of India or its Regulatory bodies. Passing of JAIIB & CAIIB is desirable.
Experience	Post qualification Work Experience of 3 years as an officer in any Scheduled Public Sector Bank & Scheduled Private Sector Bank. Experience in Credit related areas / Branch Head / In-charge is preferable.
Age	Minimum 22 years and Maximum 35 years (Relaxation for reserved categories will be applicable as per Government guidelines.)
Job Profile	1. Overall control on Branch working, Business development, Public Relations & maintaining liaison with authorities of Govt. / Regulatory Authorities / Public. 2. Achievement of Business targets. 3. Monitoring of credit portfolio / Upgradation of NPAs / Recovery in NPAs. 4. Exercise sanctioning powers both lending & non-lending / administrative and reporting to higher authorities. 5. Carrying out of Appraisal & Due diligence on credit proposals assigned, Timely completion of Review / Renewals as Appraiser, including Credit Risk Assessment proposals. 6. Adhering to Turn around Time for processing New / Existing proposals. 7. Ensuring achievement of satisfactory RAROC (Risk adjusted Return on Capital) for each unit in the AMT KRAs Responsible for Analysis and appraisal of credit proposal including Ad hoc facilities / structuring / rehabilitation proposals / any other type of

business or general proposal pertaining to the unit. Ensuring timely / review/renewal of credit limits.

8. Ensuring compliance of KYC norms. Submission of periodical due diligence reports as per RBI guidelines.
9. Obtaining data/information from customers for assessment and processing of the proposal. Interacting with key officials in the borrowing units for obtaining data/statements etc.
10. Organising Customer Meets, Supervise job rotation.
11. Follow up of inspection & audit reports & ensuring rectifications. All correspondence relating to Head Office, Zonal Office, Redressal of complaints.
12. Overall control of Branch/Record maintenance. Ensuring that the Bank's systems & procedures are properly followed at the Branch.
13. Giving greater attention to planning for business development, charting strategies for growth, expanding customer base through requisite customer relationship measures, scouting for avenues to expand credit portfolio qualitatively & quantitatively, Management of NPAs, Liaison with local authorities, Govt. departments, Large Institutions, Corporates & high net worth clients etc. to ensure that the Branch is on the path of accelerated growth & improves market share.
14. Maintaining effective Public Relations and ensure courtesy in dealing with the customers and public in person, in correspondence and on telephone. Avoid confrontation by resolving the issues tactfully.
15. Ensure adherence to Telephone Discipline by all the members of staff. Maintaining effectiveness in branch operations and in customer service. Dispose the matters as per the rules in force except those that require the personal attention of the Branch Manager.
16. Redressal of the grievances of customers as per rules / guidelines duly bringing to the notice of the Branch Head unpleasant instances, if any, happened in his absence.
17. Ensure maintenances of adequate stock of security items, passbooks, publicity literature and various forms required for deposits & advances and other transactions.
18. Monitoring the matters related to claims to the assets of the deceased customers and ensuring their quick disposal as per prevalent guidelines. Be aware and authorize the return of cheques of customers in the absence of Branch Head and ensure to bring the same to the notice of the Branch Head.
19. Attend to effective cash management. Joint custody of cash, Supervision over tallying cash, physical [from docket & cash reports in system], Authorize cash transactions, authorizing transactions within his powers, ensure smooth Day-begin, Day-end of the branch software systems, Verify & ensure prompt submission of periodical returns in conformity with the prescriptions in schedule of returns through concerned departmental Officers / Staff. Ensure periodical balancing / tallying of books of accounts and monitoring of fraud prone sundry items as prescribed.
20. Scrutiny of daily vouchers, verification, protection and preservation of voucher bundles and records in use. Assisting in segregation and destruction of old records as per the policy after obtaining permission from the competent authority.
21. Monitor preparation of annual indent of stationery and security items as per norms. Monitor and maintain close watch on current accounts, big accounts, newly opened accounts and other institutional accounts which form sizable share in total deposits. Ensure maintenance of registers for cash transactions exceeding Rs. 10.00 lacs and observations of KYC norms at the time of opening of accounts and monitoring of large value transactions.
22. Ensuring Security measures for security of branch premises, Safe Vaults & Bank property.
23. Operations & Record maintenance for Safe Deposit Lockers.
24. Ensure periodical verification of securities and attend to orderly arrangement of joint custody items duly getting relevant registers updated as a joint custodian. Facilitate taking note of exceptions appearing in exceptional reports by Branch Head and enforce steps to reduce such items.

	25. Take steps to plug loopholes in transgressions on systems and procedures or unfair practices that may cause operational risks / future losses. Advise the staff to adhere to the laid down systems and procedures and to avoid shortcuts bypassing the guidelines. Ensure maintenance of mandatory registers like customer complaint register, AOD registers etc. 26. Ensure compliance of Bank's Policy & guidelines. Timely submission of reports to reporting authority. The above roles & responsibilities are indicative and bank at its own discretion may assign KRA or other Roles as per business needs.

C. Note:

1. The above number of vacancies are provisional and may vary according to actual requirement of the Bank, subject to availability of suitable candidates.
2. The candidates belonging to the reserved category are free to apply for vacancies announced for unreserved categories. However, they must fulfil all the eligibility conditions of unreserved category.
3. The selected candidates will be posted anywhere in India, depending on the requirement of the Bank. The job role / description is only indicative and not exhaustive; applicants must fulfil their duties in accordance with the tasks that will be given to them.
4. **The cut-off date for Eligibility Criteria and other details is 31.07.2025.**
5. Before applying, candidates are requested to ensure that they fulfill the eligibility criteria for the post as on the date of eligibility. **The process of registration is complete only when fee is deposited with the Bank through online mode on or before the last date of payment of fee.**
6. Candidates are advised to check Bank's website regularly for details and updates. No separate intimation / advertisement etc. will be issued in case of any change / update.
7. Vacancies reserved for OBC category are available only to the 'Non-creamy layer' OBC candidates. 'Creamy layer' OBC candidates should indicate their category as 'General'.
8. Vacancies for PwBD category candidates are reserved horizontally. @ PWBD categories under clauses 'd' & 'e' of Section 34(i) of RPWD Act 2016 – (i) "Specific Learning Disability" (SLD); (ii) "Mental Illness" (MI); (iii) "Multiple Disabilities" (multiple disabilities amongst LD, VI, HI, SLD & MI).
9. Reservation for Economically Weaker Section (EWS) in recruitment is governed by Office Memorandum no. 36039/1/2019-Estt (Res) dated 31.01.2019 of Department of Personnel & Training, Ministry of Personnel, Public Grievance & Pensions, Government of India. Benefit of reservation under EWS category can be availed upon production of an 'Income and Asset Certificate' issued by a Competent Authority on the format prescribed by Government of India.
10. **Reservation for Persons with Benchmark Disabilities (PwBD):** 4% horizontal reservation has been provided to Persons with Benchmark Disabilities as per section 34 of "Rights of Persons with Disabilities Act, 2016".
11. **Candidates with record of default in repayment of loans/ credit card dues and/ or against whose name adverse report of CIBIL or other external rating agencies is available are not eligible for appointment. Candidates against whom there is / are adverse report regarding character & antecedents, moral turpitude are not eligible to apply for the post. Candidates who have been found guilty in any departmental investigation are ineligible for the positions.**
12. Candidate should be proficient in computers, good in inter-personal communication skills, analytical skills and drafting skills.
13. The appointment of officers is on PAN India basis and the selected candidates are liable to be posted anywhere in India as a Branch Manager / Officer as per Bank's requirement.
14. Only full-time experience as a permanent employee after acquiring the educational qualification will be considered. Candidates having work experience as contractual employee are not eligible for the posts.
15. The date of passing eligibility examination will be the date appearing on the mark sheet or provisional certificate issued by the University/ Institute. In case the result of a particular examination is posted on the website of the University/ Institute, a certificate issued by the appropriate authority of the University/

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Institute indicating the date on which the result was posted on the website will be taken as the date of passing.

16. Candidate should indicate the percentage obtained in Graduation calculated to the nearest two decimals in the online application. Where CGPA/ OGPA is awarded, the same should be converted into percentage and indicated in the online application. If called for interview, the candidate will have to produce a **certificate issued by the appropriate authority inter alia stating the norms of the University regarding conversion of grade into percentage** and the percentage of marks scored by the candidate in terms of these norms.

17. Calculation of Percentage: The percentage marks shall be arrived at by dividing the total marks obtained by the candidate in all the subjects in all the semester(s)/ year(s) by total maximum marks in all the subjects irrespective of honours /optional/ additional optional subject in all the semester(s)/ year(s). This will be applicable for those Universities also where Class/ Grade is decided on basis of Honours marks only. **The fraction of percentage so arrived will be ignored i.e. 59.99% will be treated as less than 60%.**

18. In case of any candidate completed the Diploma Course and directly got entry into second year / semester in degree course by getting exemption of few semesters / years' then only those semesters / years' marks would be considered which are part of bachelor's degree, neither diploma marks nor any exempted semesters/ years' marks shall be considered for eligibility. The same shall also be applicable for other degree courses.

D. Nationality / Citizenship:

A candidate must be either (i) a Citizen of India or (ii) a subject of Nepal or (iii) subject of Bhutan or (iv) a Tibetan Refugee who came over to India before 01st Jan 1962 with the intention of permanently settling in India or (v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India, provided that of a candidates belong to categories (ii), (iii), (iv) & (v) above shall be a person in whose favour a certificate of eligibility has been issued by the Govt. of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to examination/Group discussions/interview conducted by the Bank, but on final selection, the offer of appointment will be given only after the necessary eligibility certificate issued to him by Government of India is submitted to the Bank.

E. Age Limit: Relaxation in upper age limit (As on 31.07.2025):

Sr.	Category		Age relaxation
1	Scheduled Caste/ Scheduled Tribe		5 Years
2	Other Backward Classes (Non-Creamy Layer)		3 Years
3	Persons With Benchmark Disabilities (PWBD)	PwBD (SC/ ST)	15 Years
		PwBD (OBC)	13 Years
		PwBD (GEN/ EWS)	10 Years
4	Ex Servicemen, Commissioned officers including Emergency Commissioned Officers (ECOs)/ Short Service Commissioned Officers (SSCOs) who have rendered 5 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within 6 months from the last date of receipt of application) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or physical disability attributable to military service or invalidment.		5 Years
5	Persons affected by 1984 riots		5 Years

F. Category: -

Please note that change of category will not be permitted at any stage after registration of online application. Candidates belonging to OBC category but coming in the 'CREAMY LAYER', are not entitled to OBC reservation and age relaxation. They should indicate their category as 'GEN' or 'GEN (OC)' or 'GEN (VI)' or GEN (HI) or GEN (ID) (as applicable).

G. Career Path, Joining and Training:

1. The selected candidates, at the time of joining, will have to execute a Bond to serve the Bank for stipulated period. The Bond will be invoked by the Bank if the candidate resigns from the service of the Bank before expiry of bond period from the date of joining.
2. On joining, the selected candidates will be designated as above mentioned post and will be on probation. They will be subjected to continuous assessment during the probation period.
3. Those candidates who qualify in the assessment as per standards determined by the Bank from time to time, will be confirmed in the Service of the Bank.
4. If any candidate fails to achieve minimum standards stipulated, his / her services may be terminated from the Bank in force at the significant time. Bank provides immense opportunities for growth in career, including opportunities for posting in various sections.
5. The attractive promotion policy of the Bank provides an opportunity to the meritorious officers to reach the Top Management Grade in a reasonably quick time.

H. Emoluments: Presently, the starting basic pay applicable is as under:

Scale of Pay: Scale II	Rs. 64820 - 2340/1 - 67160 – 2680/10 – 93960

The official will also be eligible for D.A, H.R.A / Lease rental, C.C.A, Medical and other allowances etc. & perquisites as per rules in force from time to time. Allowances may vary depending upon the place of posting.

I. Confirmation:

The confirmation of newly recruited officers will be subject to satisfactory completion of stipulated probation.

J. Probation Period & Bond:

The selected candidates will be on probation for the under-mentioned period from the date of joining the Bank. There is mandatory provision of executing a service bond by selected candidates.

Scale	Probation Period	Bond	
		Amount Rs.	Minimum Service Period
Scale II	6 Months	2.00 Lakh	2 Years

K. Selection Procedure:

1. The candidates shall be required to appear for online examination to be conducted through recruitment agency. The successful candidates shall be called for interview in the proportion of 1:3 based on their ranking. The allocation of marks for online examination and Interview is 150 & 100 respectively which will be converted into **75:25** (Online Examination: Interview).
2. The minimum cut off marks for online examination, interview and final selection shall be 50% for UR / EWS and 45% for SC / ST / OBC / PwBD respectively.
3. The combined final score of candidates shall be arrived at on the basis of scores obtained by the candidates in the Online Examination and Interview and accordingly a merit list shall be prepared for selection of candidates.
4. Merit list for selection will be prepared in descending order on the basis of combined scores obtained. In the event of two or more candidates having obtained the same score, such candidates will be ranked according to their age in descending order, in the merit.
5. In case, in the opinion of the bank, adequate number of candidates have not qualified by obtaining minimum marks as stipulated above in the online examination, bank reserves right to reduce the minimum marks as deemed fit.
6. Bank reserves right to do away with Online examination, Group Discussion and to shortlist sufficient / adequate number of candidates for interview based on their suitability, experience, etc. While short listing the candidates, bank may consider additional qualification/s, greater experience and level of responsibilities handled and accordingly only such candidates will be allowed to participate in recruitment process.
7. Mere eligibility / admission to Group Discussions / Interview / pass in GD/ interview does not imply that the Bank is satisfied beyond doubt about the candidate's eligibility and shall not vest any right in a

candidate for selection.

8. The Bank would be free to reject the candidature of any candidate at any stage of recruitment process, if he / she is found to be ineligible and / or furnished incorrect or false information / certificates / documents or has suppressed any material facts and the fees paid by the ineligible candidates shall be forfeited. If appointed, such a candidate may be summarily removed from the services of the Bank.

9. **In case, the less number of candidates apply against the declared vacancies then selection may be carried out through personal interview only. A preliminary screening of applications may be carried out by the Bank, to shortlist eligible candidates to be called for interview. While short listing the candidates, bank may consider additional qualification/s, greater experience and level of responsibilities handled. Thus, merely fulfilling minimum qualification and experience criteria would not automatically entitle a candidate for the interview and the bank as per decided criteria shall shortlist the candidates for interview / examination.**

L. Examination Pattern:

Examination consisting of objective test which will be conducted online through recruitment agency. The test will have following sections (with separate timings for each section) as follows:

Sr	Name of Test	No. of Questions	Maximum Marks	Duration
01	English Language	20	Total Maximum Marks 150	20 Minutes
02	Quantitative Aptitude	20		20 Minutes
03	Reasoning Ability	20		20 Minutes
04	Professional Knowledge	90		60 minutes
	Total	**150**		**02 Hours**

The test of Professional Knowledge will consist of Banking & Management related questions.

Penalty for Wrong Answers: 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. If a question is left blank, i.e. no answer is marked by the candidate, there will be no penalty for that question.

Normalization of Scores: The corrected scores obtained by each of the candidates in different sessions (if held) will be normalized using equi-percentile method. Scores up to two decimal points shall be taken for the purpose of calculations.

M. Examination Centers:

(a) The examinations will be conducted online at venues across various centers in India. No request for change of Examination Centre shall be entertained.

(b) Bank of Maharashtra reserves the right to cancel any of the Examination Centers and / or add some other Centers, at its discretion, depending upon the response, administrative feasibility, etc.

(c) Bank of Maharashtra also reserves the right to allot any center to the candidate across India.

(d) Candidate will appear for the examination at an Examination Centre at his/ her/ their own risk and expenses and Bank of Maharashtra will not be responsible for any injury or losses etc. of any nature.

(e) Any unruly behaviour/ misbehaviour in the examination hall may result in cancellation of candidature/ disqualification from future exams conducted by Bank of Maharashtra.

(f) The centers for the online Examination will be limited. The examination may be held at the following centres and the address of the venue will be advised in the call letters. Bank of Maharashtra, however, reserves the right to cancel any of the Examination Centres and / or add some other Centres, at its discretion, depending upon the response, administrative feasibility, etc. Bank of Maharashtra also reserves the right to allot the candidate to any centre.

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Sr	State	Center/s	Sr	State	Center/s
1	Bihar	Patna	10	Madhya Pradesh	Bhopal, Indore, Ujjain
2	Chandigarh	Chandigarh – Mohali, Bathinda	11	Maharashtra	Chh. Sambhajinagar, Mumbai / Thane / Navi Mumbai / MMR Region, Jalgaon, Amaravati, Nanded, Nashik, Nagpur, Pune, Kolhapur
3	Chhattisgarh	Raipur	12	Odisha	Bhubaneshwar
4	Delhi NCR	Delhi NCR (All NCR cities)	13	Rajasthan	Jaipur
5	Goa	Panaji	14	Tamil Nadu	Chennai
6	Gujarat	Ahmedabad – Gandhinagar, Surat, Vadodara / Anand, Rajkot	15	Telangana	Hyderabad
7	Jharkhand	Ranchi	16	Uttar Pradesh	Lucknow
8	Karnataka	Bengaluru, Hubbali / Dharwad	17	West Bengal	Kolkata
9	Kerala	Thiruvananthapuram	18	Assam	Guwahati

N. List of document/s to be produced at the time of interview:

The following documents in original together with a self-attested photocopy in support of the candidate's eligibility and identity are to be invariably submitted at the time of interview failing which the candidate may not be permitted to appear for the interview. Non-submission of requisite documents by the candidate at the time of interview will debar his candidature from further participation in the recruitment process.

a. Printout of the valid Interview Call Letter.
b. Valid system generated printout of the online application form.
c. Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authority or SSLC/ Std. X Certificate with DOB).
d. For the purpose of identification, please bring Passport /Aadhar Card/ PAN card / Voter ID / Driving License / any other Photo ID card issued by Statutory Authorities where photograph is affixed.
e. Mark sheets / Certificates from SSC examination onwards to the highest examination passed.
f. Individual Semester / Year wise Mark sheets & certificates for educational qualifications including the final degree. Proper document from Board/ University for having declared the result on or before cut-off date has to be submitted.
g. Please bring a detailed specific and explicit experience certificate including details of full name, full address and telephone numbers of employers, period of experience with exact dates, designation held, nature of duties handled/ Job Profile, number of persons working under you, nature of Projects handled etc.
h. Income and Asset Certificate issued by competent authority, strictly in the prescribed format as stipulated by Government of India, in case of **EWSs (Economically Weaker Sections)** category candidates.
i. Caste Certificate issued by competent authority, strictly in the prescribed format as stipulated by Government of India, in case of SC / ST / OBC category candidates.
j. 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. OBC caste certificate containing the non-creamy layer clause should be valid as on the date of interview if called for (issued within one year as on the date of advertisement). **Caste Name mentioned in certificate should tally letter by letter with Central Government list / notification**.
k. Disability certificate in prescribed format issued by the District Medical Board in case of Persons with Benchmark Disability category. If the candidate has used the services of a Scribe at the time of online examination, then the duly filled in details of the scribe in the prescribed format.

l. An Ex-serviceman candidate has to produce a copy of the Service or Discharge Book along with pension payment order and documentary proof of rank last / presently held (substantive as well as acting) at the time of interview.

m. Persons eligible for age relaxation under 4 (5) must produce a certificate from the District Magistrate to the effect that they are eligible for relief in terms of the Rehabilitation Package for 1984 Riot Affected Persons sanctioned by the Government and communicated vide Ministry of Finance, Dept. of Financial Services Communication No.F.No.9/21/2006-IR dated 27.07.2007.

n. Any other relevant documents in support of eligibility.

o. Note: Candidates will not be allowed to appear for the interview if he/ she fails to produce the relevant eligibility documents as mentioned above.

p. Non-production of relevant eligibility documents at the time of interview shall make the candidate ineligible for further process of recruitment.

O. Reservation for Persons with Benchmark Disabilities (PwBD): 4% horizontal reservation has been provided to Persons with Benchmark Disabilities as per section 34 of "Rights of Persons with Disabilities Act, 2016". The post is identified suitable for the Persons with undernoted categories of disabilities as defined in the Schedule of RPWD Act 2016. The Authorized Certifying Authority will be the Medical Board at the District Level. The Medical Board will consist of Chief Medical Officer, Sub- Divisional Medical Officer.

A. "OC" category: -

A person's inability to execute distinctive activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both, including Cerebral Palsy, Leprosy Cured, Dwarfism, Muscular Dystrophy and Acid Attack Victims. Orthopedically challenged persons are covered under locomotor disability with following benchmark:

a. "Leprosy cured person" means a person who has been cured of leprosy but is suffering from:

i. Loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;

ii. Manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;

iii. Extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall be construed accordingly.

b. "Cerebral palsy" means a Group of non-progressive neurological conditions affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;

c. "Dwarfism" means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;

d. "Muscular dystrophy" means a group of hereditary genetic muscle disease that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterized by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue;

e. "Acid attack victims" means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

B. Visual Impairment ("VI" Category): Only those Visually Impaired (VI) persons who suffer from any one of the following conditions, after best correction, are eligible to apply.

a. Blindness:

i. Total absence of sight; OR

ii. Visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; OR

iii. Limitation of the field of vision subtending an angle of less than 10 degree. OR

b. Low Vision:

i. Visual acuity not exceeding 6/18 or less than 20/60 upto 3/60 or upto 10/200 (Snellen) in the better eye with best possible corrections; OR

ii. Limitation of the field of vision subtending an angle of less than 40 degree up to 10 degree.

C. Hearing Impaired ("HI" Category):

a. Deaf: means person having 70 DB hearing loss in speech frequencies in both ears.

b. Hard of Hearing: means person having 60 DB to 70 DB hearing loss in speech frequencies in both ears.

D. "ID" Category: Only those persons, who suffer from any one of the following types of disabilities, are eligible to apply under this category:

D. Intellectual disability.

a. Autism Spectrum disorder (ASD) means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviours.

b. "Specific Learning Disability" (SLD) means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or to do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia.

c. "Mental Illness" (MI) means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behavior, capacity to recognise reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterized by sub normality of intelligence.

E. "Multiple Disabilities" means multiple disabilities amongst clause "A"; "B"; "C";" D (1)".

Note: Only those persons with benchmark disabilities would be eligible for reservation. "Benchmark disability" means a person with not less than 40% of a specified disability where specified disability has not been defined in measurable terms and includes the persons with disability, where disability has been defined in a measurable term, as certified by the certifying authority. A person who wants to avail benefit of reservation will have to submit a disability certificate issued by a Competent Authority as per Government of India guidelines. Such certificate will be subject to verification/ re-verification as may be decided by the competent authority.

The allocation of reserved vacancies for the persons with benchmark disabilities will be as prescribed in the "The Rights of Persons with Disabilities Act, 2016" and as per vacancies.

P. Guidelines for Persons with Benchmark Disabilities using a Scribe:

The visually impaired candidates and candidates whose writing speed is adversely affected permanently for any reason can use their own scribe at their cost during the online examination (Preliminary and Main). In all such cases where a scribe is used, the following rules will apply:

- The candidate will have to arrange his / her own scribe at his/her own cost.
- The scribe may be from any academic stream.
- Both the candidate as well as scribe will have to give a suitable undertaking confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe mentioned above. Further in case it later transpires that he/she did not fulfil any laid down eligibility criteria or suppressed material facts the candidature of the applicant will stand cancelled, irrespective of the result of the recruitment.
- Those candidates who use a scribe shall be eligible for compensatory time of 20 minutes or otherwise advised for every hour of the examination.
- The scribe arranged by the candidate should not be a candidate for the same online examination. If violation of the above is detected at any stage of the process, candidature of both the candidates and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favourably entertained.
- Only candidates registered for compensatory time will be allowed such concessions since compensatory time given to candidates shall be system based, it shall not be possible for the test conducting agency to allow such time if he / she is not registered for the same. Candidates not registered for compensatory time shall not be allowed such concessions.

- **Guidelines for candidates with locomotor disability and cerebral palsy.**
  A Compensatory time of twenty minutes per hour or otherwise advised shall be permitted for the candidates with locomotor disability and cerebral palsy where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment).

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- **Guidelines for Visually Impaired candidates**

  Visually Impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font and all such candidates will be eligible for compensatory time of 20 minutes for every hour or otherwise advised of examination.

  The facility of viewing the contents of the test in magnifying font will not be available to Visually Impaired candidates who use the services of a Scribe for the examination.

- **Guidelines for Candidates with Intellectual Disability (ID)**

  A Compensatory time of twenty minutes per hour of examination, either availing the services of a scribe or not, shall be permitted to the candidates with more than 40% Intellectual Disability (autism, intellectual disability, specific learning disability and mental illness).

  These guidelines are subject to change in terms of GOI guidelines/ clarifications, if any, from time to time.

Q. How to apply: Detailed guidelines / procedures for application registration: important points to be noted before registration. Before applying online, candidates should:

1. Scan their photograph, signature, left thumb impression and the handwritten declaration, ensuring that both the photograph and signature, left thumb impression, handwritten declaration adhere to the required specifications as given under guidelines.
2. 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).
3. A handwritten declaration (text given below). The handwritten declaration must be in the candidate's handwriting and in English only. If it is written by anybody else and uploaded or in any other language, the application will be considered as invalid. (In the 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).
4. The text for the handwritten 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."
5. The above mentioned handwritten 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.
6. The left thumb impression should be properly scanned and not smudged.
7. Have a valid personal e-mail address and mobile number which should be kept active till the completion of this Recruitment Process. Bank may send call letters for the examination etc. through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that e-mail account and mobile number.
8. **Application Fee / Intimation Charges (Non-Refundable):**

Sr	Category	Application Fee / Intimation Charges	GST	Total
01	UR / EWS / OBC	1000	180	1180
02	SC / ST /PwBD	100	18	118

9. Application Fee / Intimation charges once paid will NOT be refunded on any account nor can it be held in reserve for any other examination or selection. Bank Transaction charges for online payment of application fee /intimation fee will have to be borne by the candidate.

10. Applications once submitted will not be allowed to withdraw and fee once paid will not be refunded on any ground nor can it be held in reserve for any other examination or selection. Eligible candidate has to apply online through the Bank's website **www.bankofmaharashtra.in** only. No other means/ mode of application is acceptable.

R. Application procedure:

1. Candidates are advised to go to the Bank's website www.bankofmaharashtra.in and click on the 'Careers → Recruitment Process → Current Openings to open the link "Online application for recruitment of **"Recruitment of Officers in Scale II ~ Project 2025-26"** and then click on the option "**APPLY ONLINE**" which will open a new screen.
2. To register application, choose the tab "Click here for New Registration" and enter Name, contact details and e-mail id. 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.
3. Visually Impaired candidates should fill the application form carefully and verify / get the details verified to ensure that the same are correct prior to final submission.
4. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible / entertained after clicking the COMPLETE REGISTRATION Button.
5. The Name of the candidate or his / her father / husband etc. should be spelt correctly in the application as it appears in the Certificates / Mark sheets. Any change/alteration found may disqualify the candidature.
6. Validate your details and Save your application by clicking the Validate your details' and 'Proceed' button.
7. Candidates can proceed to upload Photo, Signature, Left Thumb Impression & Handwritten Declaration as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature.
8. Candidates can proceed to fill other details of the Application Form.
9. Click on the Preview Tab to preview and verify the entire application form before COMPLETE REGISTRATION.
10. Modify details, if required, and click on 'COMPLETE REGISTRATION' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.
11. Candidates are requested to apply on-line between **13.08.2025 and 30.08.2025.**

Particulars	**Date**
Commencement date of on-line application	**13.08.2025**
Last Date of online application	**30.08.2025**
Date of Online Examination	Will be informed separately
Date of GD / Interview	Will be informed separately

12. **Payment of fees:**

a. Candidates have the option of making the payment of requisite fees / intimation charges through the ONLINE mode only. Payment of fees / intimation charges through the **ONLINE MODE** from **13th Aug 2025 to 30th Aug 2025.** No other mode of payment is acceptable.

b. After ensuring the correctness of the particulars of the application form, candidate should pay fees through the payment gateway integrated with the application, by following the instructions available on the screen. The payment can be made by using debit card / credit card / Internet Banking by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates.

c. On successful completion of the transaction, e-receipt and application form will be generated which may be printed for record. **The printout of the application form should not be sent to the Bank.**

d. If the online transaction is not successfully completed, please register again and make payment online. There is also a provision to reprint the e-Receipt and Application form containing fee details, at later stage.

S. Procedure for Uploading Document/s: - The candidates should upload each listed document at the time of online application. There will be separate links for uploading each document.

(a) Resume in brief (PDF)
(b) Identity and address Proof (Passport /Aadhar Card/ PAN card / Voter ID / Driving License / any other Photo ID card issued by Statutory Authorities where photograph is affixed PDF)
(c) Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authority or SSLC/ Std. X Certificate with DOB in PDF)
(d) Educational Certificates: Relevant Mark-Sheets/ Degree Certificate (PDF)

1. 10th Certificate / Marksheet in PDF
2. 12th Certificate / Marksheet in PDF
3. Diploma certificate together with semester / year wise marksheets in PDF, whenever applicable
4. Graduation semester / year wise marksheets along with degree certificate in PDF.
5. Post-Graduation semester / year wise marksheets along with degree certificate in PDF
6. Professional Degree: - semester / year wise marksheets along with degree certificate in PDF

(e) Experience certificates (PDF)
(f) Caste Certificate SC/ST/OBC EWS Certificate, if applicable (PDF)
(g) PWD Certificate, if applicable (PDF)

Documents must be in PDF format, Page size of the document to be A4 and Size of the file should not be exceeding 500 KB. In case of Document being scanned, please ensure it is saved as PDF and size not more than 500 KB as PDF. If the size of the file is more than 500KB, then adjust the setting of the scanner such as the DPI resolution, no. of colors etc., during the process of scanning. Please ensure that Documents uploaded are clear and readable.

T. Guidelines for Scanning and Upload of Documents:

Before applying online, a candidate will be required to have a scanned (digital) image of

- his/her photograph
- signature
- left thumb impression
- handwritten declaration

Please note that until photographs and signature are as per the specifications provided, the system will not allow the candidate to move forward to the next stage of application.

Photograph Image: (4.5cm × 3.5cm):

- Photograph must be a recent passport style colour picture.
- Make sure that the picture is in colour, taken against a light-coloured, preferably white, background. Look straight at the camera with a relaxed face
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- If you have to use flash, ensure there's no "red eye"
- If you wear glasses make sure that there are no reflections, and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 20kb–50 kb
- Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.
- Photo uploaded should be of appropriate size and clearly visible.

Photograph Capture

- In addition to the above photograph, candidates will also be required to capture and upload their live photograph either by using webcam or mobile phone.
- On selecting “Capture Photo” option, candidates’ webcam will be activated allowing them to click their picture, which will get auto uploaded in the application form.
- On selecting “Click here to Scan” option, candidates can use their mobile phone to scan the QR code, which will redirect to a website, allowing to click photograph on their mobile phone. On selecting the taken picture, photograph will get auto uploaded in the application form.

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Do’s and Don’ts of Photo Capture

Do’s:

Ensure the photo is captured against a light coloured, preferably white background and there is adequate light.

- Look straight at the webcam/ camera.
- Photograph should be of passport size.

Don’ts

- Small size photograph not to be clicked/ uploaded.
- Coloured glasses or sunglasses/ Cap should not be worn.
- Shadow on face/ not facing the camera/ distorted face/ face covered with mask / blurred image.
- Photo not taken in dark/ improper background.

Signature:

- The applicant has to sign on white paper with Black Ink pen.
- Dimensions 140 x 60 pixels (preferred)
- Size of file should be between 10kb – 20kb
- Ensure that the size of the scanned image is not more than 20kb
- Signature (NOT IN CAPITAL LETTERS) uploaded should be of appropriate size and clearly visible.

Left thumb impression:

The applicant has to put his left thumb impression on a white paper with black or blue ink.

- **File type:** jpg / jpeg
- **Dimensions:** 240 x 240 pixels in 200 DPI (Preferred for required quality) i.e 3 cm * 3 cm (Width * Height)
- **File Size:** 20 KB – 50 KB
- Note: If a candidate does not have 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.

Hand-written declaration Image:

The applicant has to write the declaration in English clearly on a white paper with black ink.

- **File type:** jpg / jpeg
- **Dimensions:** 800 x 400 pixels in 200 DPI (Preferred for required quality) i.e. 10 cm * 5 cm (Width * Height)
- **File Size:** 50 KB – 100 KB
- **Note:** The handwritten declaration has to be in the candidate’s hand writing and in English only. The text should NOT BE IN CAPITAL LETTERS. If it is written by anybody else and uploaded or in any other language, the application will be considered as invalid. (In the case of candidates who cannot write, may get that 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).
- The text for handwritten 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.”

The signature left thumb impression, and the handwritten declaration should be of the applicant and not by any other person.

If the Applicant’s signature on the attendance sheet or Call letter, signed at the time of the examination, does not match the signature uploaded, the applicant will be disqualified.

Signature / Handwritten declaration in CAPITAL LETTERS shall NOT be accepted.

Ensure that the photo, signature, left thumb impression and handwritten declaration are uploaded at the specified spaces only in the online application form.

Scanning the documents:

- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- Set Colour to True Colour o File Size as specified above
- Crop the image in the scanner to the edge of the photograph/signature/ left thumb impression / handwritten declaration, then use the upload editor to crop the image to the final size (as specified above).
- The image file should be JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.
- Candidates using MS Windows/MSOffice can easily obtain documents in .jpeg format by using MS Paint or MSOffice Picture Manager. Scanned documents in any format can be saved in .jpg / .jpeg format by using 'Save As' option in the File menu. Size can be adjusted by using crop and then resize option.

Procedure for uploading the documents

- While filling in the Online Application Form the candidate will be provided with separate links for uploading Photograph, signature, left thumb impression and handwritten declaration
- Click on the respective link "Upload Photograph / signature / Upload left thumb impression / handwritten declaration.
- Browse and select the location where the Scanned Photograph / signature / left thumb impression / handwritten declaration/, file has been saved.
- Select the file by clicking on it
- Click the 'Open/Upload'
- If the file size and format are not as prescribed, an error message will be displayed.
- Preview of the uploaded image will help to see the quality of the image. In case of unclear / smudged, the same may be re-uploaded to the expected clarity /quality.

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

Note:

- In case the face in the photograph or signature or left thumb impression or the handwritten declaration, is unclear / smudged the candidate's application may be rejected.
- After uploading the Photograph / signature / left thumb impression / handwritten 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.
- 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.
- Candidate must ensure that Photo to be uploaded is of required size and the face should be clearly visible.
- 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.
- Candidates should ensure that the signature uploaded is clearly visible and not smudged/ blurred.
- After registering online candidates are advised to take a printout of their system generated online application forms.
- The signature left thumb impression, and the handwritten declaration should be of the applicant and not of any other person.
- If the Applicant's signature on the attendance sheet or Call letter, signed at the time of the examination, does not match the signature uploaded, the applicant will be disqualified.
- Signature/ Handwritten declaration in CAPITAL LETTERS shall NOT be accepted.
- Ensure that the photograph, signature, left thumb impression and handwritten declaration are uploaded at the specified spaces only in the online application form.

U. Download of Call letter / Admit Card:

The candidates should download their call letter for Examination / GD & Interview and an information handout by entering their registration number and password / date of birth from the Bank's website. NO HARD COPY OF THE CALL LETTER / INFORMATION HANDOUT WILL BE SENT BY POST.

V. Proof of identity to be submitted at the time of examination:

The candidates must bring one photo identity proof mentioned in call letter such as passport/ Aadhar/ PAN Card/ Driving License/ Voter's Id Card/ Bank Passbook etc. with duly attested Photograph/ Identity Card issued by School or College/ Gazetted Officer in the official letterhead in original as well as a self-attested Photocopy thereof. The photocopy of Identity proof should be submitted along with call letter to the invigilators in the examination hall, failing which, (or if identity of candidates is in doubt) the candidate will not be permitted to appear for the test.

W. Biometric Verification:

1. The Bank, at various stages, may capture IRIS Scan/ thumb impression of candidate in digital format for verification of genuineness of the candidates. Decision of the IRIS data/ Biometric verification authority with regard to its status (matched or unmatched) shall be final and binding upon the candidates. Refusal to participate in the process of IRIS/Biometric scanning/ verification at any stage may lead to cancellation of candidature.

2. Regarding IRIS scanning, the following points should be noted:

- **a** 'LEFT EYE (IRIS)' will be captured.
- **b** Candidate should remove contact lenses and spectacles while capturing IRIS.
- **c** There is no touch involved in IRIS scanning. Half feet distance between scanner and eye will be maintained.

3. Any failure to observe these points will result in non-admittance for the examination and cancellation of candidature. In case a candidate found to be not genuine, apart from taking legal action against him/her, his/her candidature will be cancelled.

4. Regarding Biometric verification, following points to be noted:

- **a.** Candidate will ensure that correct thumb impression is captured at various stages and any inconsistency will lead to rejection of the candidature. In case of any candidate found to be not genuine, apart from taking legal action against him/her, his/her candidature will be cancelled. As such, they are advised not to apply any external matter like mehandi, ink, chemical etc. on their hands.

- **b.** The Bank, at various stages, may capture photo and thumb impression of the candidates in digital format for biometric verification of the candidates. Candidate will ensure that his/ her/ their correct thumb impression is captured at various stages as any inconsistency will lead to rejection of their candidature. Accordingly, candidates are advised not to apply any external matter like mehandi, ink, chemical etc. on their hands. In case, if any candidate is found not to be genuine, then apart from taking legal actions against him/ her, his/ her/ their candidature will be cancelled.

X. Action against candidates found guilty of misconduct:

a. Candidates are cautioned that they should not furnish any particulars or documents that are false, tampered/ fabricated and they should not suppress any material information while filling up the application form.

b. At the time of examination/ interview, if a candidate is (or has been) found guilty of: (i)using unfair means during the examination or (ii) impersonating or procuring impersonation by any person or (iii) misbehaving in the examination hall or (iv) resorting to any irregular or improper means in connection with his/ her/ their candidature for selection or (v) obtaining support for his/ her/ their candidature by any unfair means, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, will also be liable to be:

- Disqualified from the examination for which he/ she is a candidate.
- Debarred, either permanently or for a specified period, from any examination or recruitment conducted by Bank.

c. The Bank would be analysing the responses of a candidate with other appeared candidates to detect patterns of similarity. Based on such an analysis, if it is found that the responses have been shared and scores obtained are not genuine/ valid, the Bank reserves the right to cancel his/ her/ their candidature.

d. Use of mobile phones, pagers, calculator or any such devices:

1. Mobile phones, pagers or any other communication devices are not allowed inside the premises where the examination/ interview is being conducted. Any infringement of these instructions shall entail cancellation of candidature and disciplinary action including ban from future examinations.
2. Candidates are advised in their own interest not to bring any of the prohibited items including mobile phones/ pagers to the venue of the examination/ interview, as arrangement for safekeeping cannot be assured.

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3. Candidates are not permitted to use or have in possession calculators in examination premises.

Y. General Information:

1. Candidates are advised to take a printout of their system generated online application form after submitting the application.
2. Candidates should satisfy themselves about their eligibility for the post applied for. The Bank would admit to the test all the candidates applying for the posts with the requisite fee on the basis of the information furnished in the online application and shall determine their eligibility at the time of interview and may verify thereafter at every stage of recruitment.
3. Candidates are advised in their own interest to apply online well before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability/ failure to log on to the website on account of heavy load on internet or website jam.
4. Bank of Maharashtra does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of Bank of Maharashtra.
5. Not more than one application should be submitted by a candidate. In case of multiple applications, only the last valid (completed) application will be retained and the application fee/ intimation charges paid for the other registrations will stand forfeited. Multiple attendance/ appearance by a candidate in examination/ interview will result in summary rejection/ cancellation of candidature.
6. The possibility of occurrence of some problems in administration of examination cannot be ruled out completely, which may impact test delivery/ generation of result. In such cases, every effort will be made to resolve the problem, which may include the conduct of another examination if considered necessary.
7. In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.
8. The original documents regarding eligibility criteria and proof of date of birth should be produced for verification on the date of interview. Candidate will not be allowed to attend the interview if original certificates are not produced for verification on the date of interview.
9. Caste certificate issued by Competent Authority on the format prescribed by the Government of India will have to be submitted by the SC/ ST /OBC/EWS candidates, if called for interview.
10. A declaration will have to be submitted in the prescribed format by candidates seeking reservation under OBC category stating that he/ she does not belong to the Creamy Layer.
11. Benefit of reservation under EWS category can be availed upon production of an 'Income and Asset Certificate' issued by a Competent Authority on the format prescribed by Government of India.
12. Candidates are advised to keep their e-mail ID alive for receiving advices / communications.
13. The Job Profile / Job role is indicative not exhaustive.
14. As record for this project will not be maintained after one year on declaration of result of online test, the information / data regarding this project will not be available thereafter.
15. After a candidate is selected but before joining the Bank, the candidate will be required to provide details regarding criminal case(s) pending against him /her, if any. The Bank may also conduct independent verification, inter alia including verification of police records etc. The Bank reserves right to deny the appointment depending upon such disclosures and/or independent verification.
16. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Pune and Courts/ Tribunals/ Forums at Pune only shall have sole and exclusive jurisdiction to try any cause/ dispute. Bank reserves right to change / modify / cancel the recruitment process at any stage fully or partly on any grounds and such decision of the Bank will not be notified or intimated to the candidates.
17. The cut-off date for Post qualification experience will be given in this notification. Only **full-time experience as a permanent employee** after acquiring the educational qualification notified for eligibility will be considered. The candidate must provide the proof of the claimed work experience. The experience certificate(s) for the period given in the online application should be issued on the prescribed format (The prescribed format of Experience certificate is available as Annexure-III with this notification) under

signatures of the Competent Authority at the Controlling Office / Head Office level of the respective employer/s, clearly stating the period, Post(s) held and nature of duties performed by the applicant.

The copies of the Appointment Letters, Salary Certificates, pay slip etc. will not be accepted in lieu of Work Experience Certificate. The applicant will not be allowed to participate in the process on the basis of Appointment Letters, Salary Certificates, Pay slip etc. His / Her candidature shall be cancelled at any stage, even after his / her selection / appointment in the services of the Bank on the basis of Appointment Letters, Salary Certificates, Pay slip etc.

18. The applicants will be called for the Online Examination / Group Discussion (if conducted) / Interview, on the basis of the information provided by them in their Online Applications without verification of their age or qualification or category or any other eligibility criteria. The applicants must, therefore, ensure that they fulfil all the notified eligibility criteria as on the cut-off date prescribed in this notification, have possession of the requisite documents / certificates specified by the Bank, and that the particulars furnished in their Online Application are complete, true and correct in all respects.

Merely appearing in the Online Examination / Interview or passing the Online Examination / Interview and / or being called by the Bank for the Interview shall not imply that the Bank is satisfied about the eligibility of the applicant. Bank may verify the eligibility of the candidates at any stage of recruitment or thereafter and reserves right to terminate the service of provisionally selected candidates if found ineligible for the post.

19. The Bank reserves the right to alter, modify or change the eligibility criteria and / or any of the other terms and conditions spelt out in this Notification.

20. Candidates should mention all the qualifications and experience in the relevant field over and above the minimum one suggested herein above and should attach attested copies of the certificates in support thereof. The Bank reserves the right to call only the requisite number of candidates for the Group discussions/interview after preliminary screening /short listing with reference to candidate's qualifications / suitability and experience etc.

21. The Bank reserves the right to change / modify the selection procedure / hold supplementary process, if necessary. The changes, if any shall be intimated to the candidates through Bank's website / registered e-mail in advance. When called for Group Discussions (GD) and / or Interview, candidates have to bring original of documents for verifications. Candidates will not be allowed to participate GD and / or Interview without production of the original documents.

22. The candidate called for online examination / GD / Interview will be informed through Bank's website/registered e-mail/SMS as per information provided by them in the application. Though bank puts maximum efforts to send the communication by e-mail/SMS, if any candidate does not receive the same due to technical or any other reasons, bank shall not be responsible for non-receipt of communication. The candidates are advised to visit Bank's website frequently for updates.

23. The Candidates should ensure that they fulfil all eligibility criteria. Their candidature at all the stages of recruitment process will be purely **provisional** subject to satisfying prescribed eligibility criteria mentioned in this advertisement.

24. The above number of vacancies are provisional and may vary according to actual requirement of the Bank, subject to availability of suitable candidates. The candidates belonging to reserved category are free to apply for vacancies announced for unreserved categories. However, they must fulfil all the eligibility criteria of unreserved category.

25. If any false/incorrect information furnished by the candidate is detected at any stage of recruitment process, he/she will be disqualified from the selection process and liable to terminate the services, if appointed.

26. If the candidate knowingly or wilfully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified and if appointed, shall be liable for dismissal from the Bank's service without any notice or assigning any whatsoever reasons.

27. The decision of the Bank in all matters relating to recruitment shall be final and no individual correspondence will be entertained. Applications received after due date will not be entertained. **The Bank is not responsible for any technical or other reasons or delay.**

28. The recruitment in Bank of Maharashtra is done strictly as per merit in a systematic way. **Canvassing in any form will disqualify the candidate**.

29. The Bank reserves the right to cancel the Recruitment at any stage through this Advertisement fully or partly on any grounds and such decision of the Bank will not be notified or intimated to the candidates.

30. The application must be submitted on-line through Bank`s website www.bankofmaharashtra.in.

31. Appointment of selected candidate is subject to his/her being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the Service & Conduct Rules of the Bank.

32. The selected candidate will be on probation and after completion active service from the date of joining. Their confirmation in the Bank`s service will be decided in terms of the provision of the Bank of Maharashtra (Officers) Service Regulations.

33. Candidates applying under reserved category should submit the related certificates in the format prescribed by the Government of India. Relaxation in age will be given to the reserved category candidates as per extant guidelines of Government of India.

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

35. The candidates against whom any Disciplinary Action is / was initiated and minor / major punishment is / was imposed, such candidates are not eligible to apply for any post.

36. During the examination, at any stage, if it observed that the scribe is independently answering the questions or violating the guidelines, the exam session may be terminated and candidate's candidature will be cancelled. The candidature of such candidates using the services of scribe will also be cancelled if it is reported / transpired after the examination by the test administrator that the scribe independently answered the questions.

Z. Announcements:

All further announcements/ details pertaining to this process will be published/ provided only on www.bankofmaharashtra.in from time to time. No separate advertisement will be issued in this regard.

AA. Disclaimer:

In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/ or that he/ she has furnished any incorrect/ false information or has suppressed any material fact(s), his/ her/ their candidature will stand cancelled.

If any of these shortcomings is/ are detected even after appointment, his/ her/ their services are liable to be terminated. Decisions of bank in all matters regarding eligibility, conduct of online examination / other tests/ selection would be final and binding on all candidates. No representation or correspondence will be entertained by the Bank in this regard.

For more details, please visit bank's website (www.bankofmaharashtra.in). Online applications for submission shall be open from **13.08.2025 to 30.08.2025**. Before applying candidates are advised to ensure that they fulfil the stipulated eligibility criteria as per the details on bank's website. Helpdesk: In case of any problem in filling up the form, payment of fee / intimation charges or receipt of Admission/ call letter, queries may be lodge on email *bomrpcell@mahabank.co.in / hrmtrg@mahabank.co.in.* Candidates should mention '**Recruitment of Officers in Scale II in Bank of Maharashtra 2025-26**' in the subject of the email.

General Manager
HRM

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Format of Experience Certificate

This is to certify that Shri Smt. ________________________________joined the services of the Bank on_________________ as ________________________ (Designation / Post). At present he /she is working in our___________________ Dept/ Office/ Branch as _____________. The details of various positions held by him / her during the tenure with our bank are mentioned as under:

Sr	Designation	From Date	To Date	Permanent / Contractual	Job Profile / Portfolio (nature of duties performed)

Date: -
Place: -

Name: -
Designation & Dept.
Stamp: -

Note: - The certificate on the above format should be issued by the Competent Authority on the **letterhead of the bank.**