

बैंक ऑफ महाराष्ट्र

मानव संसाधन विकास विभाग

प्रधान कार्यालय, लोकमंगल,

1501 शिवाजीनगर, पुणे 411005



BANK OF MAHARASHTRA

HUMAN RESOURCES MGT DEPTT.

Head Office, "Lokmangal",

1501 Shivajinagar, Pune - 411 005.

फोन/Phone : 020-25514501-12, 25532752-3 फैक्स /Fax:020-25532581 ई-मेल E-mail: bomcoper@mahabank.co.in

No. AX-1/ST/RP/CA- Proj 14-15/2015-16

10 August 2015

To,

Name :-

Registration No. :-

Please affix your  
passport size  
photograph and  
sign across.  
Please refer to  
para 2

Dear Sir/Madam,

**Reg : CALL LETTER FOR GROUP DISCUSSIONS AND INTERVIEW FOR THE POST OF CHARTERED ACCOUNTANT IN SCALE II CA PROJECT - 2014-15**

This is with reference to your online application in response to our advertisement. You are requested to appear for Group discussion and Personal Interview if successful in group discussions. The venue, date and time for group discussion and personal interview are given below. Candidates are requested to be present, ½ hour before the time schedule for documents verification etc.

**Venue : Bank of Maharashtra Staff Training College,**

11<sup>th</sup> Lane, Prabhat Road, Erandavana.

Pune- 411004.

Telephone : 020-25678649

**Date :**

**Time :** Group Discussion:

Personal interview will be conducted preferably on the same day or next day for the successful candidates in Group discussion.

01. Before coming for the interview please ensure that you fulfill all eligibility criteria in all respects as stipulated in the advertisement. If you do not fulfill any one of these eligibility norms you may not be allowed to participate in Group discussions and interview. Please note that, in such circumstances, your candidature will be rejected for the above mentioned post at any stage of recruitment process.

Page 1 of 3



02. As mentioned in the advertisement, you are advised to bring a copies of the print out of the application registered 'online', along with the following certificates and testimonials in original and photo copies of the same.
- (i) Date of Birth Certificate as entered in SSLC/Matric Certificate.
  - (ii) Mark Sheet from SSLC examination onwards to the highest examination passed including CA examination.
  - (iii) Certificate(s) regarding degree/post-graduation/other examinations passed.
  - (iv) This Call letter with photograph affixed.
  - (v) Character Certificate from two respectable persons not related to you, obtained on recent date.
  - (vi) Candidate serving in Government/Public Sector undertaking (including banks) should produce "No Objection Certificate" from their employer at the time of Group Discussions/interview.
  - (vii) If presently or previously employed, after completion of CA only for each position held, 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, number of persons working under you, nature of projects handled etc.
  - (viii) Candidates belonging to SC/ST/OBC etc. must bring the respective Caste certificate issued by the competent authority on the format prescribed by Govt. of India showing the Caste as notified by Govt. of India, failing which the claim of the candidate for the respective category may not be tenable.
  - (ix) Please note that the Caste mentioned in the Certificate produced by you be from the Caste appearing in the Central Government List/Notification. Caste Certificate even with the slightest discrepancy in the name, spelling of the Caste, etc., shall not be acceptable.
  - (x) In case of candidates belonging to OBC Category, the certificate inter alia must specify that the candidate does not belong to Socially Advanced Sections excluded from the benefits of reservations for OBCs in Civil Post and Services under Government of India i.e carrying the 'Creamy Layer' clause based on income. The certificate should have been issued by the competent authority as on the date of interview if



called for. (issued within one year prior to the date of interview is called for)

- (xi) Physically Challenged candidates must bring Medical Certificate from Medical Board at the District level.
- (xii) All the other related certificates/mark sheets experience certificates (After completion of Final CA exam) on which your eligibility is decided.
- (xiii) For the purpose of identification, please bring Passport / PAN card / Voter ID / Driving License / any other Photo ID card issued by Statutory Authorities where photograph is affixed.
- (xiv) If the candidates has any extracurricular activities, certificate issued by the competent authorities may also be submitted.
- (xv) Printout of the online application submitted for Recruitment of CA project 2014-15 passport size photo attached (**original ONE** copy) **FOUR photo** copies of the application and single set of photo copy of the above papers bunched in the same order.

**03. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to their selection, recruitment shall be considered as DISQUALIFICATION.**

**04. Any request for change of interview date / time / Centre / Venue shall not be entertained and no expenses will be paid for attending the Group Discussion/Interview.**

Kindly also note that this call letter does not constitute an offer of Employment.

Wishing you success.

  
Deputy General Manager ( HRM)



