

A) **HOW TO APPLY**

Eligible candidate has to apply online through the Bank's website (<https://punjabandsindbank.co.in/>) only. No other means/ mode of application are acceptable.

a) **IMPORTANT POINTS TO BE NOTED BEFORE REGISTRATION**

Before applying online, candidates should refer guidelines for scanning the photograph, signature, thumb impression, hand-written declaration and documents as available on Bank's website. Additionally, candidates to note the following:-

- i) Candidates are advised not to change their appearance till the process is completed. Any doubt about photograph or signature at any stage of the process could lead to disqualification.
- ii) Have a valid personal e-mail ID and mobile no., which should be kept active till the completion of this Appointment Process. Bank may send call letters for the Interview 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 before applying online and must maintain that e-mail account and mobile number.
- iii) Image File format should be .jpg, .jpeg
- iv) Documents scanned must be in **PDF format** only.
- v) 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/ Identity proof. Any change/alteration found may disqualify the candidature.
- vi) No application shall be entertained beyond the stipulated date & incomplete applications will be rejected.
- vii) In case of multiple applications, only the last valid (complete) application will be retained. Multiple appearance by a candidate for a single post in interview will be summarily rejected/candidature cancelled.
- viii) Candidates should ensure that he/she fulfils the eligibility and other norms mentioned in this advertisement before applying.
- ix) Candidates are advised to take a printout of their system generated online application form after submitting the application.
- x) No request for change of address/ email id/ phone number/caste/category will be entertained. Candidates are advised to fill up the online application carefully and furnish the correct information in the application.
- xi) A candidate should ensure that signatures appended by him/her in all the places viz. in his/ her call letter, attendance sheet etc. and in all correspondence with the Bank in future should be identical and there should be no variation of any kind. Signature in CAPITAL LETTERS will not be acceptable.

b) **APPLICATION PROCEDURE:**

For registration log on to the Bank's website <https://punjabandsindbank.co.in/> and on the Home Page under the link "Recruitment" click the relevant Notification.

c) **PAYMENT OF FEES**

- i) Candidates have the option of making the payment of requisite fees/ intimation charges through the ONLINE mode only.
- ii) Cash, Cheques, Money Orders, Postal Stamps etc. will NOT BE ACCEPTED.
- iii) Application once made will not be allowed to be withdrawn and the Fees once paid will NOT be refunded on any account nor can it be held in reserve for any other examination or selection.
- iv) Payment of fees/ intimation charges through ONLINE MODE and no other mode of payment is acceptable.