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## Fwd: Campus Recruitment Process 2021-22 for the post of Associate in Non-Officer (Clerical) Cadre for Branch Banking Role

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ANIL RAJ V <anilvaradaraj@gmail.com>  
To: drvinodbs@snckollam.ac.in

Mon, May 16, 2022 at 11:49 PM

----- Forwarded message -----

From: **HR - TAD (Talent Acquisition)** <careers@federalbank.co.in>

Date: Mon, 16 May 2022, 3:50 pm

Subject: Campus Recruitment Process 2021-22 for the post of Associate in Non-Officer (Clerical) Cadre for Branch Banking Role

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 HR - TALENT ACQUISITION & DEPLOYMENT

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HR-TAD/Rec/Campus/2021-22

16<sup>th</sup> May 2022

The Principal/ Placement Officer

Sree Narayana College, Kollam

Dear Sir / Madam,

**Reg: Campus Recruitment Process 2021-22 for the post of Associate in Non-Officer (Clerical) Cadre for Branch Banking Role**

***Greetings from Federal Bank!!!***

Federal Bank, one of the premier private sector Banks in the country which offers best HR practices and excellent career prospects is on the lookout for young, talented and dynamic individuals to team up as Associate in Non-Officer (Clerical) Cadre for Branch Banking Role to partner its ambitious growth plans.

We are looking for dynamic candidates with excellent communication and inter-personal skills to be hand-picked from your institution. We propose to conduct the campus recruitment process for students of your College who are pursuing the Final year / Semester of Graduation in **B.Sc / B.Com / BA-Economics** during the current academic year (2021-22) for the role of Associate in Non-Officer (Clerical) Cadre for Branch Banking Role

Interested students are required to apply online before **04.00 PM, 19.05.2022**, after carefully going through the instructions.

**1. Position**

Associate in Non-Officer (Clerical) Cadre for Branch Banking Role.

**2. Cost to Company**

The Cost to Company per annum would be a minimum of ₹ 5.41 Lakhs and maximum of ₹ 5.54 Lakhs depending upon the place of posting and other factors. The Take Home Pay will be around ₹ 34,000 per month (exclusive of statutory deductions including income tax & profession tax etc).

**3. Location**

Candidates selected for the post of Associate in Non-Officer (Clerical) Cadre for Branch Banking Role shall be posted in any of the Branches/Offices and are liable to be transferred to any Branch/ Office of the Bank depending upon the administrative requirements.

**4. Period on Probation**

Candidates selected as Associate in Non-Officer (Clerical) Cadre for Branch Banking Role will be on a probation period of six months.

## 5. Service Level Agreement

The selected candidates will be required to execute a Service Level Agreement upon joining the Bank undertaking to serve the Bank for minimum 2 years or to pay the Bank a sum of ₹ 30,000/- as cost of training in case the candidate leaves the Bank before completion of the service period (subject to Banks approval and norms followed).

## 6. Mode of Selection

The Campus Recruitment Process comprises of various stages, which includes Online Assessment, Group Discussion, Robotic Interview, Document Submission and Personal Interview or any other mode of selection which will be decided by the Bank. The Selection Rounds comprising of Online Assessment and Group Discussion will be conducted virtually. The mode of Final Interview will be informed in due course.

Online Assessment, Group Discussion and Personal Interview are the elimination stages. Candidates found competent to be positioned in the profile offered by the Bank, will be issued Provisional Offer Letters for empanelment as **Associate in Non-Officer (Clerical) Cadre for Branch Banking Role**, subsequent to conclusion of the selection process.

Marks / Ratings secured by the candidates during the Selection process will be confidential and the same will not be disclosed to the candidates / college authorities.

### Remote Proctored Online Assessment

(i) The Online Assessment comprises of two sections viz. an Aptitude Test consisting of 60 questions spread across 5 sections with 45 minutes as total time allotted and a Psychometric Assessment for a maximum duration of 15 minutes. There will be negative marks at the rate of 0.25 for each wrong answer for the Aptitude Test. The Online Assessment is proctored by the officials of Federal Bank and M/s MeritTrac Ltd, our recruitment partner. In case of any violations of the instructions or unfair practices, the candidate will be disqualified from selection process without any notice.

(ii) Candidates can take the online assessment at a location of his/her choice while ensuring the integrity of the examination. Candidates should confirm their identity using a valid ID proof or College ID Card to begin the Online Assessment. The Online Assessment should be attempted using a Laptop. Taking assessment using any other device (mobile phone, tablet etc.) is not permitted.

Candidates attempting Online Assessments from Mobile Phone or Tablet will be disqualified without any further communication.

(iii) Candidate may be required to show 360° view of the exam area using the webcam to check the suitability of the exam area/environment. A clear desk/table has to be ensured for appearing for the

examination. No reference materials, books, notes, periodicals, mathematical tables, slides rules, stencils, post-its, chits, mobile phones, headsets (wired/ wireless), any other electronic gadgets are allowed to be kept on the table or the desk.

(iv) The Online Assessment is proctored remotely with multiple checks including Image Monitoring, Video/Audio Monitoring and Browser Monitoring looking for behavior that could indicate unfair practices. In case of any violations of the instructions, the candidate will be automatically logged out from the test. If the system marks a candidate as suspicious during the Online Assessment, such candidates will be eliminated in the selection process without any notice.

(v) Please ensure that the candidates strictly adhere to the instructions communicated prior to the commencement of the Online Assessment.

**Schedule for Selection Process**

We propose to conduct the selection process for your College / Institution as per the schedule mentioned below.

Activity	Date	Time	Platform / Mode	Instructions
<b>Pre-Placement Talk</b>	<b>23.05.2022</b>	10.30 AM	MS Teams	MS Teams Link will be shared to all the eligible candidates at least two days prior to the scheduled date of the selection process.
<b>Online Assessments</b>		11.30 AM	Virtual	Candidates can attend the Online Assessment using a Laptop at their locations.
<b>Announcement of Results</b>		07.00 PM	Fed-Recruit	Results of Online

			App	Assessments will be informed through Fed-Recruit App.
<b>Group Discussion</b>	<b>24.05.2022</b>	10.00 AM	MS Teams	Group Discussion will be conducted Virtually. MS Teams meeting link will be shared to the candidates shortlisted from Online Assessment.
<b>Robotic Interview</b>		Immediately after GD	Fed-Recruit App	Shortlisted candidates from Group Discussion Stage shall attend the Robotic Interview immediately in the Fed-Recruit Mobile Application
<b>Document Submission</b>	<b>25.05.2022</b>	04.00 PM	Virtual	Detailed instruction regarding the documents to be uploaded in the Fed-Recruit Mobile App is available in the attached 'Campus Program Handout'
<b>Personal Interview</b>	<b>Date, Time and Venue of the Personal Interview will be informed later</b>			

Please assign a placement volunteer for Federal Bank Recruitment process to support and ensure smooth coordination of the selection process. Our team would liaise with the volunteer to facilitate the selection process.

We have authorized M/s MeritTrac & M/s ZappyHire, external management consultants for facilitating the conduct of the selection process. Officials from M/s MeritTrac will furnish the instructions for the conduct of the Online Assessment to all the eligible registered candidates.

The following documents are attached herewith for your reference.

1. Campus Program Handout for the post of Associate in Non-Officer (Clerical) Cadre for Branch Banking Role comprising of Job description, Eligibility Criteria and General Instructions.
2. Format of College Certificate to be uploaded by the Candidate in Fed-Recruit Application.
3. Format of College Declaration to be forwarded by the placement team in reply mail.

#### Note

1. College Certificate may only be uploaded by the candidates who are shortlisted from the Online Assessment. Candidates shall upload the same in the Fed-Recruit Mobile Application before attending the Group Discussion Round.

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2. College Declaration shall be forwarded to us before the Online Assessment. Also copy of the same shall be issued to the Online Assessment shortlisted candidates for uploading the same in Fed-Recruit Mobile Application along with College Certificate.

#### **Online Registration**

Eligible candidates shall be advised to click on the below link to proceed for the Online Registration. Candidates shall use a valid e-mail ID and mobile number for the Registration, as all the necessary correspondences will be routed to the e-mail ID entered by them at the time of registration. Candidates should upload their Photo and Signature at the time of online registration and candidates

who fail to upload the same properly within the timeline stipulated by the Bank will not be permitted to attend the Online Assessment.

**Link for Online Registration:** <https://fedregister.zappyhire.com/start/1148/cl>

Admit cards for the Online Assessment will be sent to all the eligible candidates on the previous day of the selection process at least two days prior to the Online Assessment. However, if any of the eligible candidate does not receive the admit card, College authorities shall take up the matter separately with us.

Please note that all the queries / communications of the candidates may be routed only through the placement coordinator / authorized faculty member of the respective Institutions.

Kindly note that the entire selection process is facilitated through 'Fed-Recruit' Mobile Application and all candidates should have a smart phone for participating in the selection process. Link for downloading the application will be forwarded to all the eligible candidates post successful registration. All candidates are requested to download the mobile application and upload all the necessary documents / certificates in proof of their eligibility in the 'Fed-Recruit' Mobile Application at least one day before the Online Assessment. Detailed instructions including minimum specifications regarding the mobile handset to be used is provided in the registration page under 'Instructions to the candidates'. The Online Assessment /other stages require high speed internet connectivity to complete it without any glitches. Students should have smart phone with high speed internet for participating in the selection process.

The selection process will be online, which requires high speed internet connectivity to complete it without any glitches. Candidates who fail to appear in any of the screening rounds or get disconnected during any of the screening rounds owing to technical or other reasons whatsoever, will not be permitted to revisit the same or request for a rescheduled timing for that particular round or screening process as a whole will not be considered. College authorities and candidates are advised to read all the technical and other instructions for a smooth selection process.

Please extend necessary support towards making the campus process a success.

Warm Regards,

**John P J**

**Vice President (HR)**

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Never reveal your ATM PIN, CVV no. printed on the reverse of the Debit card, Internet banking passwords, OTP etc. to anyone including Bank officials. Federal Bank never asks for your confidential credentials.

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email.

The Federal Bank Ltd

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**9 attachments**



**image001.jpg**  
9K



**image008.jpg**  
2K



**image005.jpg**  
6K



**image006.wmz**  
2K

HR - TALENT ACQUISITION & DEPLOYMENT

**image007.png**  
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HR - TALENT ACQUISITION & DEPLOYMENT

**image007.png**  
2K



**Declaration from College.pdf**  
525K



**Certificate From College.pdf**  
413K





**Campus Program Handout.pdf**

3251K