

Date: 05.12.2023

RECRUITMENT OF SPECIALIST OFFICERS CONTRACTUAL BASIS
ADVERTISEMENT NO: HO/HRM/RECR/2023-24/COM-43

DATE FOR RECEIPT OF OFFLINE APPLICATION & PAYMENT OF FEES: FROM 05.12.2023 TO 27.12.2023

UCO Bank invites offline application from qualified and experienced professional for various positions in bank on **contractual basis**. Candidates are requested to apply Offline as per the application format given on Bank's website www.ucobank.com ->career ->[Recruitment Opportunities](#)

1. Before applying, candidates are requested to ensure that they fulfil the eligibility criteria for the post as on the date of eligibility.
2. The applicant to deposit fee with the Bank through internet banking/NEFT on or before the last date for payment of fee.
3. **Candidates are required to attach all required documents (age proof, educational qualification, experience etc.) failing which their candidature will not be considered for written test/interview.**
4. Written test / Short-listing and interview / selection method will be purely provisional without verification of documents. Candidature will be subject to verification of details/ documents as and when called by the Bank.
5. In case a candidate is called for interview and is found not satisfying the eligibility criteria (Age, Educational Qualification and Experience etc.) he/ she will not be allowed to appear for the interview.
6. Candidates are advised to check Bank's website www.ucobank.com -> [career](#) regularly for details and updates (including the list of shortlisted/ selected candidates). The Call letter/ advise, where required, will be sent by e-mail only (No hard copy will be sent). **ALL REVISIONS/ CORRIGENDUM (IF ANY) WILL BE HOSTED ON THE BANK'S WEBSITE ONLY.**
7. In case more than one candidate scores same marks as cut-off marks in the final merit list (common marks at cut-off point), such candidates will be ranked in the merit according to their age in descending order.
8. Hard copy of application & other documents to be sent to this office.

The eligibility and terms of service is furnished hereunder:

Sl	Post	Vacancies	Age (in years) as on 01.11.2023	Educational Qualification	Experience
1.	Assistant General Manager - Digital Lending (Contractual)	01	25-35	Professional Qualification like B.E., B.Tech., B.Sc., M.Tech, M.E, M. Sc. in IT / Computer Science/ Electronic & Communication, BCA, MCA from institutions recognized / approved by Govt. bodies / AICTE / UGC. Candidates with Master in Business Administration with specialization in Finance/ Digital Lending/ Data Analytics /Business Analytics etc. from institute recognized / approved by Govt. bodies / AICTE/ UGC will be given preference	Minimum 10 years of overall experience with relevant experience in designing customer journeys/ implementation and leading process teams in the area of customer experience in financial sector

2.	Chief Manager - Fintech Management (Contractual)	01	25-35	Professional Qualification like B.E., B. Tech, B.Sc., M. Tech, M.E, M.Sc. in IT / Computer Science/Electronics & Communication, BCA, MCA from institutions recognized / approved by Govt. bodies / AICTE / UGC. Candidates with qualification/certification in Artificial intelligence, Fintech, Block Chain, Payment System, Digital transformation etc. will be given preference.	Minimum 8 years of overall experience with relevant experience in digital strategic partnerships and Fintech partnership / management preferably for a Bank / financial organization
3.	Chief Manager - Digital Marketing (Contractual)	01	25-35	Full time MBA / PGDM / PGDBM or its equivalent with specialization in Marketing from institutions recognized / approved by Govt. bodies/AICTE/UGC. Candidates with Qualification /Certification in Marketing on different media platforms e.g., Brand & Media etc. / Digital Marketing or certification in Digital marketing/Ads from Google/Facebook etc. will be given preference.	Minimum 8 years of overall experience with relevant experience in leading a Digital Marketing team. Candidates with experience of leading a Digital Marketing team in Bank / Fintech organizations along with experience in product marketing using digital media platform, with specific experience in search and display, Search Engine Optimisation, Search Engine Marketing, Social Media Marketing, Influencer/ paid marketing and facilitating designing of creative digital communications will be given preference.
4.	Sr. Manager - Network Administration (Contractual)	02	25-35	Professional Qualification like B.E. B. Tech, B. Sc, BCA, M. Tech, M.E, MCA, M. Sc. in IT Computer Science / Electronic & Communication Engg., from institutions recognized / approved by Govt. bodies / AICTE / UGC.	Minimum 4 years of overall experience with at least relevant experience in network administration preferably in a bank / financial institution.
5.	Manager - Network Administration (Contractual)	08	25-35	Certification in CCNA/ CCNP/ CISP/ CEH	Minimum 2 years of overall experience with at least relevant experience in network administration preferably in a bank / financial institution.
6.	Sr. Manager - Database Administration (Contractual)	02	25-35	Professional Qualification like B.E. B. Tech, B. Sc BCA, M. Tech, M.E, MCA, M. Sc. in IT Computer Science / Electronic & Communication Engg., from institutions recognized / approved by Govt. bodies /	Minimum 4 years of overall experience with at least relevant experience in Database administration preferably in a bank / financial institution.
7.	Manager - Database	03	25-35		Minimum 2 years of overall experience with at least relevant experience in

	Administration (Contractual)			AICTE / UGC. Candidates having proficiency in coding, OCP, SQL, Python be given preference	Database administration preferably in a bank / financial institution.
8.	Sr. Manager - Merchant Onboarding (Contractual)	01	25-35		Minimum 4 years of overall experience with at least relevant experience in running, managing & implementing Digital Platforms for merchants like POS, Payment Aggregator/ Gateway, QR Code, ERP, Online Fee Collection solutions preferably in a Bank / financial institution / technology startup
9.	Manager - Merchant Onboarding (Contractual)	03	25-35	Professional Qualification like B.E., B.Tech. B.Sc., M.Tech, M.E, M. Sc. in IT / Computer Science/ Electronics & Communication, BCA, MCA from institutions recognized / approved by Govt. bodies / AICTE / UGC. Candidates with Certification/ Diploma / Degree in Commerce / Business Administration with specialization in Digital Payments/ Fintech from institute recognized / approved by Govt bodies / AICTE / UGC will be given preference.	Minimum 2 years of overall experience with at least relevant experience in running, managing & implementing Digital Platforms for merchants like POS, Payment Aggregator/ Gateway, QR Code, ERP, Online Fee Collection solutions preferably in a Bank / financial institution / technology startup
10.	Assistant Manager - Merchant Onboarding (Contractual)	02	25-35		Minimum 1 years of overall experience with at least relevant experience in running, managing & implementing Digital Platforms for merchants like POS, Payment Aggregator/ Gateway, QR Code, ERP, Online Fee Collection solutions preferably in a Bank / financial institution / technology startup
11.	Sr. Manager - Innovation & Emerging Technology (Contractual)	01	25-35	Professional Qualification like B. E, B.Tech, B.Sc, BCA, in IT/ Computer Science/M.Tech, M.E, MCA, M.Sc. Electronic & Communication, from Institutions recognized / approved by Govt. bodies / AICTE/UGC. Candidates with qualification/ certification in Artificial Intelligence, Big Data, Fintech, Data / Business Analytics, Data	Minimum 4 years of overall experience with at least relevant experience of launching and managing innovative technology solutions preferably in a bank / financial institution / technology startup
12.	Manager - Innovation & Emerging	03	25-35		Minimum 2 years of overall experience with at least relevant experience of launching and managing

	Technology (Contractual)			Science, Digital transformation etc. will be given preference	innovative technology solutions preferably in a bank / financial institution / technology startup
13.	Assistant Manager - Innovation & Emerging Technology (Contractual)	02	25-35		Minimum 1 years of overall experience with at least relevant experience of launching and managing innovative technology solutions preferably in a bank / financial institution / technology startup
14.	Sr. Manager - Software Developer (Contractual)	02	25-35	Professional Qualification like B.E. B. Tech, B. Sc BCA, M. Tech, M.E, MCA, M. Sc. in IT Computer Science / Electronic & Communication Engg., from institutions recognized / approved by Govt. bodies / AICTE / UGC.	Minimum 4 years of overall experience with at least relevant experience in Software development in Java/ JSP/ API/ Android/ IOS preferably in a bank / financial institution.
15.	Manager - Software Developer (Contractual)	13	25-35	Certification in JAVA/ Android/ IOS	Minimum 2 years of overall experience with at least relevant experience in Software development in Java/ JSP/ API/ Android/ IOS preferably in a bank / financial institution.
16.	Manager - MIS & Report Developer (Contractual)	06	25-35	Full time degree B.E. B. Tech, B. Sc, BCA, M. Tech, M.E, MCA, M. Sc. in IT Computer Science/ Electronic & Communication Engg., from institutions recognized / approved by Govt. bodies / AICTE / UGC. Certifications (Preferred): Certification on Web technologies. Dot Net certification from Microsoft. Java Basic certification or higher from Oracle. or any other Web technology Certification from reputed Institute. Advanced Cloud Certification from any of the IT service providers.	Minimum 5 years (post-basic qualification) work-experience in Software development in IT sector / industry/ Bank Preferable Job knowledge: <ul style="list-style-type: none"> • Java 8.0 or .Net 3.0 and above • Database: Oracle 12c or 19c • Knowledge of .Net MVC, .NET Core • UI & Web based Report Development • Knowledge on advance PL/ SQL. • OS: Linux, Windows • Infrastructure (Hardware, Server, network devices etc.) knowledge • Sound analytic Knowledge
17.	Manager - Data Analyst (Contractual)	04	25-35	Full time degree B.E./ B. Tech. in Computer Science/ IT/ Data Science/ Artificial Intelligence & Machine Learning/ MCA or Master Degree in Economics/ Statistics from any Institute/ College/ University recognized/ approved by Govt. bodies/	Minimum 5 years (post-basic qualification) experience in IT sector /Banking industry, out of which at least 3 years' experience in Data Analytics Project for Banking Industry or any

				<p>AICTE/ UGC with minimum 60% marks or equivalent grade.</p> <p>Candidate should have certification in Data Analysis from reputed Institution.</p> <p>Preference will be given to candidate having SAS certification on Data Analysis.</p>	Public sector Organisation.
18.	Manager - Data Scientist (Contractual)	04	25-35	<p>Full time degree B.E./ B. Tech. in Computer Science/ IT/ Data Science/ Artificial Intelligence & Machine Learning/ MCA or Master Degree in Economics/ Statistics from any Institute/ College/ University recognized/ approved by Govt. bodies/ AICTE/ UGC with minimum 60% marks or equivalent grade.</p> <p>Candidate should have certification in Data Science from reputed Institution.</p> <p>Preference will be given to candidate having SAS certification on Data Science.</p>	Minimum 5 years of post-basic qualification experience in IT sector / Banking industry, out of which at least 3 years' experience in Data Science Project for Banking Industry or any Public sector Organization.
19.	Fire Officer (Contractual)	01	25-40	<p>Graduate with either B.E.(Fire) from National Fire Service College, Nagpur (NFSC) or Grade-I from India/UK or Station Officer's Course from NFSC with 03 (three) years' experience Or Sub-Officer's course from NFSC with 05(five) years' experience</p>	Minimum 5 years of experience working as Fire Officer with any PSU/ "Navaratna Industry"/ Private Organization
20.	Manager Economist - (Contractual)	04	25-35	<p>A Post graduation degree in Economics/ Econometrics/ Business Economics/ Applied Economics/ Financial Economics/ Industrial Economics/ Monetary Economics from a recognized University with minimum 60% marks</p>	Minimum two years of experience in relevant field
21.	Manager - Law (Contractual)	13	25-35	<p>Full time three years bachelor's degree in law (LLB) or five years integrated LLB with minimum 60% marks from a National Law School or a recognized University</p> <p>Candidate should be enrolled as an Advocate in any State Bar Council</p>	Minimum 3 years of experience as Law Officer in any Banks/ Financial Institution/ Central or State Govt. Department/ NBFCs
22.	Manager - Credit (Contractual)	50	25-35	<p>Chartered Accountant (CA) from Institute of Chartered Accountants of India Or Cost Management Accountant-CMA (ICWA) from Institute of Cost Accountants of India</p>	Minimum 2 years of experience in Credit preferably in Banks / Financial Institution

Roles & Responsibilities and Skill set required are appended as Annexure-I

Reservation in Posts:

SI	POST	SC	ST	OBC	EWS	UR	TOTAL	Out of which PWBD			
								OC	VI	HI	ID & Others
1.	Assistant General Manager Digital Lending	-	-	-	-	01	01	-	-	-	-
2.	Chief Manager Fintech Management	-	-	-	-	01	01	-	-	-	-
3.	Chief Manager Digital Marketing	-	-	-	-	01	01	-	-	-	-
4.	Sr. Manager Network Administration	-	-	-	-	02	02	-	-	-	-
5.	Manager Network Administration	01	-	02	-	05	08	-	-	-	-
6.	Sr. Manager - Database Administration	-	-	-	-	02	02	-	-	-	-
7.	Manager - Database Administration	-	-	-	-	03	03	-	-	-	-
8.	Sr. Manager Merchant Onboarding	-	-	-	-	01	01	-	-	-	-
9.	Manager Merchant Onboarding	-	-	-	-	03	03	-	-	-	-
10.	Assistant Manager Merchant Onboarding	-	-	-	-	02	02	-	-	-	-
11.	Sr. Manager Innovation & Emerging Technology	-	-	-	-	01	01	-	-	-	-
12.	Manager Innovation & Emerging Technology	-	-	-	-	03	03	-	-	-	-
13.	Assistant Manager Innovation & Emerging Technology	-	-	-	-	02	02	-	-	-	-
14.	Sr. Manager- Software Developer	-	-	-	-	02	02	-	-	-	-
15.	Manager – Software Developer	01	-	03	01	08	13	-	-	-	-
16.	Manager- MIS & Report Developer	-	-	01	-	05	06	-	-	-	-
17.	Manager - Data Analyst	-	-	01	-	03	04	-	-	-	-
18.	Manager - Data Scientist	-	-	01	-	03	04	-	-	-	-
19.	Fire Officer	-	-	-	-	01	01	-	-	-	-
20.	Manager Economist	-	-	01	-	03	04	-	-	-	-
21.	Manager Law	01	-	03	01	08	13	-	-	-	-
22.	Manager Credit	07	03	13	05	22	50	01	01	-	-
Total		10	03	25	07	82	127	01	01	-	-

Abbreviations stand for: SC- Scheduled Caste, ST- Schedule Tribe, OBC- Other Backward Classes, EWS- Economically Weaker Section, UR- Unreserved, PWBD- Persons with Benchmark Disability, OC- Orthopedically Challenged, HI-Hearing Impaired, VI-Visually Impaired, ID- Intellectually Disabled. Vacancies mentioned above include backlog vacancies.

Please note that change of category submitted by the applicant will not be permitted at any stage.

- Candidates belonging to OBC category but coming in the 'creamy layer' and/ or if their caste does not find place in the Central List are not entitled to OBC reservation and age relaxation. They should indicate their category as 'GENERAL' or GENERAL (OC/HI/VI/ID) as applicable.
- Benefit of reservation under EWS category is permissible only upon production of an 'Income and Asset Certificate' issued by a Competent Authority in the format prescribed.

- Caste/EWS/PWD certificate issued by Competent Authority on format prescribed by the Government of India will have to be submitted by the candidates applying under SC/ST/OBC/EWS/PWBD category, while submitting their application/s.
- The number of vacancies including reserved vacancies mentioned above are provisional and may vary according to the actual requirement of the Bank.
- Maximum age indicated is for General category candidates.
- Relaxation in upper age limit will be available as detailed below:

Category		Age relaxation
Scheduled Caste/Scheduled Tribe		5 years
Other Backward Classes (Non- creamy layer)		3 years
Persons With Benchmark Disability as defined under "The Rights of Persons with Disabilities Act, 2016"		10 years
Ex-Servicemen, Commissioned Officers including Emergency Commissioned Officers (ECOs)/ Short Service Commissioned Officers (SSCOs) who have rendered at least 5 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within one year 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, subject to ceiling as per Government guidelines		5 years
6	Remuneration	Remuneration will be offered bases on candidates's qualification, overall suitability and market benchmarks for respective posts, and shall not be a limiting factor for suitable candidates.
7	Location of Office	Bank reserves the right to post the selected candidate as per Bank's requirement. Only Candidates willing to serve anywhere in India, should apply.
8	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 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 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/interview/selection process 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.
9	Mode of Selection	<p>I. Selection will be based on written test/ short listing and subsequent round of Personal Interview and/or any other selection method.</p> <p>II. Bank reserves the right to change (cancel/ modify/ add) any of the criteria, method of selection and provisional allotment etc.</p> <p>III. The Bank reserves its right to call candidates in a particular ratio, as its sole discretion, as per Bank's requirement.</p> <p>IV. Adequate candidates as decided by the Bank will be shortlisted based on their eligibility, experience, qualification. Most suitable candidates will be called for selection process hence, mere satisfying the eligibility norms do not entitle a candidate to be called for selection process.</p> <p>V. The qualifying marks in Interview/written exam will be decided by the Bank.</p> <p>VI. In case more than one candidate scores the same cut off marks, such candidates will be ranked according to their age in descending order.</p> <p>VII. The Bank reserves the right to reject any application not suiting the Bank's requirements without assigning any reason whatsoever and call only the requisite number of candidates out of those who fulfil the eligibility criteria as may be required for the post.</p> <p>Note : Based on the number of applications received, the Bank will decide whether the selection will be made through only interview or written exam and interview both.</p>
10	Application Fees (Non-Refundable)	

For General, EWS and OBC candidates : Rs. 800/-
For SC, ST & PWD candidates : Exemption from payment of fee
Candidates shall pay the fees/charges in the below mentioned account through Internet Banking /NEFT (Non-Refundable). The Reference number/UTR Number shall be specified in the Application form.
No other mode of payment is acceptable.
Account Name: "UCO BANK CONTRACTUAL RECRUITMENT PROJECT 2023"
Account No: 01900210020081
Bank & Branch: UCO Bank, Kolkata Main
Type: Current Account
IFSC Code: UCBA0000190

Bank is not responsible if any of the candidates makes more than one payment/s and no request for refund of fees shall be entertained
Fee payment will have to be made through INTERNET BANKING/ NEFT only.

- 11 Tenure of Engagement For Contractual Positions:**
- The terms & conditions of engagement is whole and simple governed by the provisions of the contract and the engagement shall not be construed as an employment in the Bank and the provisions of PF / Gratuity / Pension, etc. shall not apply in this case.
 - His / Her engagement on contract is for a specific period of **three (03)**, with periodic performance review and as such should not be construed as an offer of employment or a regular employment in the Bank.
 - Unless the Bank extends the contract for further period, on completion of the contractual period of **03 year**, his / her engagement shall automatically come to an end. There will not be a need for issuance of communication by the Bank for termination of the contract after the above said period

Procedure for Application: OFFLINE

1. **Candidates are required to have a valid Personal E-Mail ID and Contact Number.** It should be kept active till completion of this recruitment project. Bank may send call letters for personal interview and/or Selection Process on the registered E-Mail ID. In case, a candidate does not have a valid personal E-Mail ID, he/she should create his/her personal E-Mail ID before applying.
2. Application complete in all respect as per prescribed format (Annexure -II) along with copies of self-attested certificates.
3. Last date for receipt of **offline application** (hard copies through post) is **27.12.2023**. No application shall be entitled online and beyond the stipulated date.
4. Incomplete applications or non-supported documents shall be rejected.
5. **Mode of Application:** Application (**Annexure-II**) shall be submitted by Offline Mode with enclosed certificates and fees payment details in an appropriate envelope super scribing "**Application for the post of Specialist Officer on contractual Basis (Mention name of Post applied)**" & addressed to:

**General Manager,UCO Bank, Head Office, 4th Floor, H. R. M Department,
10, BTM Sarani, Kolkata, West Bengal – 700 001**

Documents to be enclosed with application forms:

- A recent recognizable passport size colour photograph should be firmly pasted on the application, signed across by the candidate and be forwarded.
- Self-attested Certificate of age, category, educational qualification, experience etc
- **Candidates are advised to carefully fill in the application form themselves as no change in any of the data filled in the application form will be possible/ entertained. Visually Impaired candidates are responsible for carefully verifying/ getting the details filled in the application form and ensuring that the same are correct prior to submission as no change is possible after submission.**

GUIDELINES FOR FILLING OFFLINE APPLICATION:

1. Candidates should visit Bank's website www.ucobank.com ->career ->Recruitment Opportunities and download application format and pay the application fee using online payment/ NEFT.

2. The name of the candidate should be spelt correctly in the application as it appears in OVD/certificates/Mark sheets. Any change/alteration may disqualify the candidature. An application which is incomplete in any respect and unsuccessful fee payment will not be considered as valid.
3. Candidates shall also be required to attach supporting documents such as date of birth proof, qualifications certificates, experience certificates along with application form.

GENERAL INFORMATION: -

1. Before applying for the post, candidates should ensure that he/she fulfils the eligibility and other norms mentioned in this advertisement and ready to comply with the requirements and terms & conditions contained in this advertisement. The candidates are, therefore, advised to carefully read the advertisement and thereafter complete filling up of application form and submit the same as per the instructions given in this regard. Bank would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible. The decision of the Bank shall be final in deciding about qualification, experience and other eligibility.
2. Candidate should indicate the percentage obtained to the nearest two decimals in the application. Where CGPA/OGPA is awarded, the same should be converted into percentage and indicated in the 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.
3. 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 notice, including criteria for qualifying/method and procedure for selection.
4. Only those candidates who fulfil the eligibility criteria will be called for interview and shall be intimated regarding the details via e-mail. Candidates are advised to keep their e-mail ID alive for receiving advices.
5. Candidates will have to produce original certificates for educational qualifications, experience, age, category etc. at the time of interview, in support of his/her eligibility, as per the details furnished in the application, failing which the candidate will not be allowed for interview and their candidature will be cancelled.
6. Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of interview, selection and any other matter relating to recruitment will be final and binding on the candidates. No correspondence or personal enquiries shall be entertained by the Bank in this regard.
7. No Travelling Allowance is payable to candidates who are called for interview.
8. Request for change of contact no./address/ email ID/interview centre will not be entertained.
9. In case any dispute arises on account of interpretation of version other than English, English version will prevail.
10. Canvassing in any form will be a disqualification.
11. Appointment of selected candidates is subject to his/her being declared medically fit as per the requirement of the Bank. Such appointment will also be subject to the Rules & Policies of the Bank.
12. Candidates serving in Govt./Quasi Govt. offices, Public Sector undertakings including Nationalised Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered. In case of selection, candidates will be required to produce relieving letter from the employer at the time of taking up the engagement and clearance from the respective authorities, wherever applicable.
13. Decisions of bank in all matters regarding eligibility, conduct of interviews, other tests and selection would be final and binding on all candidates. No representation or correspondence will be entertained by the bank in this regard.
14. His / Her engagement on contract is for a specific period as stated above, and as such should not be construed as an offer of employment or a regular employment in the Bank.
15. The Bank takes no responsibility for any delay in receipt or loss in postal transit of any application or communication.
16. Intimations, wherever required will be sent by email and/ sms only to the email ID and mobile number mentioned in the application form. Bank shall not be responsible if the information/ intimations do not reach candidates in case of change in the mobile number, email address, technical fault or otherwise, beyond the control of Bank. Candidates are advised to keep a close watch on the authorized Bank's website www.ucobank.com for latest updates.
17. Any dispute arising out of and/or pertaining to the process of recruitment under this advertisement shall be subject to the sole jurisdiction of the Courts situated at Kolkata.

18. **ANNOUNCEMENTS:**

All further announcements/ details pertaining to this process will only be published/ provided on Banks website www.ucobank.com from time to time.

19. 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 candidature will stand cancelled. If any of these shortcomings is / are detected even after appointment, his /her services are liable to be terminated without notice. Decision of bank in all matters regarding eligibility, selection would be final and binding on all candidates. No representation or correspondence will be entertained by the Bank in this regard. **Bank reserves all rights pertaining to this recruitment and would be final.**

Place: Kolkata
Date: 05.12.2023

General Manager
HRM Department

Roles & Responsibilities , Skill Set required

MANAGER DATA SCIENTIST	<p>Skill Set required:</p> <ul style="list-style-type: none"> • Programming Skills: Proficiency in programming languages like Python and R for data manipulation, analysis, and visualization. • Statistical Knowledge: Understanding of statistics and probability theory to make data-driven decisions. • Machine Learning: Familiarity with machine learning algorithms and techniques for predictive modelling and pattern recognition. • Data Cleaning and Pre-processing: Ability to clean and pre-process raw data for analysis, handling missing values and outliers. • Data Visualization: Skill in creating clear and informative data visualizations using tools like SAS, Matplotlib, Seaborn, or ggplot2. • Domain Knowledge: Depending on the industry, knowledge of the specific domain and its data is often crucial. • Database Management: Experience with SQL and NoSQL databases for data retrieval and storage. • Big Data Technologies: Familiarity with tools like Hadoop and Spark for handling large datasets. • Data Wrangling: Proficiency in data wrangling libraries like Pandas and dplyr for data transformation. • Communication Skills: The ability to communicate findings effectively to both technical and non-technical stakeholders. • Problem-Solving: Strong problem-solving skills to formulate and tackle complex data-related challenges.
MANAGER DATA ANALYST	<p>Skill Set Required:</p> <ul style="list-style-type: none"> • Data Analysis Tools: Proficiency in data analysis tools such as Microsoft Excel, Google Sheets, or data analysis packages in programming languages like Python (Pandas) or R. • SQL (Structured Query Language): Knowledge of SQL for data retrieval, manipulation, and querying from relational databases. • Data Visualization: Ability to create clear and informative data visualizations using tools like Tableau, Power BI, or data visualization libraries in Python (Matplotlib, Seaborn). • Data Cleaning and Pre-processing: Skills in cleaning and transforming raw data to make it suitable for analysis, including handling missing values and outliers. • Statistical Analysis: Understanding of basic statistical concepts and techniques for data analysis, such as hypothesis testing and regression analysis. • Data Wrangling: Proficiency in data wrangling and data manipulation using libraries like Pandas in Python or dplyr in R. • Critical Thinking: The ability to approach problems logically, think critically, and identify relevant data-driven solutions. • Domain Knowledge: Depending on the industry, familiarity with the specific domain and its data is often crucial for meaningful analysis. • Communication Skills: Effective communication of data-

	<p>driven insights to both technical and non-technical stakeholders through reports, presentations, and visualizations.</p> <ul style="list-style-type: none"> • Business Acumen: Understanding of the business context and the ability to translate data insights into actionable recommendations to support decision-making. • Data Ethics and Privacy: Awareness of data privacy and ethical considerations when handling sensitive data. • Data Querying and Access: Experience in using APIs or other methods to collect data from various sources, including web scraping if necessary. • Time Management: Effective time management skills to handle multiple tasks and meet project deadlines. • Problem-Solving: Strong problem-solving skills to identify issues within datasets and propose solutions. • Data Reporting Tools: Familiarity with reporting tools such as Jupyter Notebooks, Google Data Studio, or similar platforms for documenting and sharing analysis work. • Data Interpretation: The ability to draw meaningful insights from data and provide actionable recommendations.
MANAGER LAW	<p>Skillset required:</p> <ul style="list-style-type: none"> • Good understanding of legal frameworks. • Knowledge of Banking law. • Good drafting skills.
MANAGER FIRE	<p>Skillset required:</p> <p>Candidates should be well versed with fire safety norms, State / Central Government rules and regulations in fire safety and security.</p>



UCO BANK

Application for the post of Specialist Officer on contractual Basis (Mention name of Post applied)

The General Manager
UCO Bank
HRM Department, Head Office
10, BTM Sarani, Kolkata
West Bengal – 700 001

**Affix your Recent
Coloured
Passport Size
photograph

(Self-attested)**

With reference to your advertisement for selection of Specialist Officer dated 05.12.2023 on **contractual basis**; I submit my application in prescribed format along with requisite documents.

01	Application for the post of (Mention name of the post)			
02	Applicant's Full Name			
03	Father's/Husband's name			
04	Date of Birth	DD/MM/YYYY		
05	Marital Status		Gender	
06	Age as on 01.11.2023Days MonthsYears
07	Mobile No.		Email Address	
08	PAN		AADHAAR	
09	Category	SC/ST/OBC/GEN/EWS	Nationality	
10	Minority	Yes/No	Religion	
11	Person with disability	Yes/No	Type of Disability	
12	Father Name	Mother Name	Spouse Name	
13	Address for Communication			

14	Permanent Address					
15	Language Known	Language	Read	Write	Speak	
16	Education Qualification (please enclose self-attested copies of certificate)					
Srl.	Qualification/ Exam Passed	Name of Board / University	Month & Year of passing	Stream / Subject	% Scored	
17	Work Experience Details [please enclose copies of experience certificate (s)]					
Srl.	Name of the Organization	Post Held	Service Period		Nature of duties performed	Scale of Pay
			From	TO		
18	Exposure in relation to the post applied (Please attach separate sheet if required)					
19	Whether in Service	Yes/ No	Name of present organization			
			Full Address			
			Position			

20	Total years of services		Salary / Compensation presently drawn			
21	If not in service	Date of VRS/Resignation etc. (with proof thereof)				
22	Number of years worked in concerned/relevant Sector					
23	Do you have Operating and working knowledge in computer systems		Yes/No			
24	Details of Computer Knowledge					
25	Specific experience of working, if any					
26	Non-Refundable Fee					
Payment	Fees Amount	Payment Status	Mode of transaction	Reference ID	Transaction Date	Time of Transaction
ONLINE						
(Attach proof of the online payment made)						
27	List of Enclosures -Self Attested (Refer to the guidelines in the Advertisement) <ul style="list-style-type: none"> a. Proof of Birth b. Educational Qualification c. Experience Certificate d. Payment receipt e. Any other document 					

DECLARATION

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature is liable to be cancelled /terminated. I have no claim for absorption after termination/completion of tenure contract. I have fully read and thoroughly understood the contents of the advertisement as published by the Bank and I undertake to abide by all the terms & condition set out by the Bank.

I hereby agree that any legal proceedings in respect of any matter or claims or disputes arising out of application or out of said advertisement can be instituted by me at Kolkata only and the courts situated in Kolkata only shall have sole and exclusive jurisdiction to try any clause/dispute.

Date:

Place:

(Name & Signature of Applicant)

FORM SC/ST

**FORM OF CERTIFICATE TO BE PRODUCED BY A
CANDIDATE BELONGING TO SCHEDULED CASTE OR
SCHEDULED TRIBE IN SUPPORT OF HIS / HER CLAIM.**

**1. This is to certify that Sri / Smt / Kum* _____ son
/ daughter* of _____ of village / town*
_____ in District / Division* _____ of the State / Union
Territory* _____ belongs to the _____ Caste/Tribe* which is recognized as
a Scheduled Caste/ Scheduled Tribe* under :**

- * The Constitution (Scheduled Castes) Order, 1950 ;
- * The Constitution (Scheduled Tribes) Order, 1950 ;
- * The Constitution (Scheduled Castes)(Union Territories)Orders, 1951 ;
- * The Constitution (Scheduled Tribes)(Union Territories)Order, 1951 ;

[as amended by the Scheduled Castes and Scheduled Tribes lists Modification) Order,1956; the Bombay Reorganisation Act, 1960; the Punjab Reorganisation Act 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganisation)Act, 1971, the Constitution (Scheduled Castes and Scheduled Tribes) Order (Amendment) Act,1976, The State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganization) Act, 1987.]:

- * The Constitution (Jammu and Kashmir) Scheduled Castes Order,1956 ;
- * The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976 ;
- * The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962 ;
- * The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962 ;
- * The Constitution (Pondicherry) Scheduled Castes Order 1964;
- * The Constitution (Uttar Pradesh) Scheduled Tribes Order,1967;
- * The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968 ;
- * The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968 ;
- * The Constitution (Nagaland) Scheduled Tribes Order, 1970 ;
- * The Constitution (Sikkim) Scheduled Castes Order, 1978 ;
- * The Constitution (Sikkim) Scheduled Tribes Order, 1978 ;
- * The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989 ;
- * The Constitution (Scheduled Castes) Orders (Amendment)Act, 1990;
- * The Constitution (ST) Orders (Amendment) Ordinance, 1991 ;
- * The Constitution (ST) Orders (Second Amendment) Act,1991 ;
- * The Constitution (ST) Orders (Amendment) Ordinance, 1996;
- * The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act 2002;
- *The Constitution (Scheduled Castes) Order (Amendment) Act, 2002;
- *The Constitution (Scheduled Caste and Scheduled Tribes) Order (Amendment) Act, 2002;
- *The Constitution (Scheduled Caste) Order (Second Amendment) Act, 2002].

2. Applicable in the case of Scheduled Castes / Scheduled Tribes persons , who have migrated from one State / Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes* Certificate issued to Shri / Smt/ Kumari* _____ Father /Mother* of Sri / Smt / Kumari* _____ of village _____ / town _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ Caste / Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* issued by the _____ [Name of the authority] vide their order No. _____ dated _____.

3. Shri/Smt/Kumari* _____ and/or* his/her* family ordinarily reside(s) in village/town* _____ of _____ District / Division* of the State / Union Territory* of _____

Signature _____

Designation _____

Place:

[With seal of Office]

Date :

State/Union Territory

Note : The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

* Please delete the words which are not applicable.

Delete the paragraph which is not applicable.

List of authorities empowered to issue Caste / Tribe Certificates:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector/I Class Stipendiary Magistrate / Sub-Divisional Magistrate / Extra-Asst. Commissioner / Taluka Magistrate / Executive Magistrate.
2. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate / presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officers of the area where the candidate and / or his family normally resides.

Note: The Certificate is subject to amendment/modification of Scheduled Castes and Scheduled Tribes lists from time to time as per Government of India Guidelines.

FORM OBC

**FORM OF CERTIFICATE TO BE PRODUCED BY
OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT
TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Sri / Smt. / Kumari _____ son/daughter of
_____ of village/Town _____ District/Division
_____ in the State/ Union Territory _____ belongs to the
_____ community which is recognized as a backward class under the Government of
India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated ____*.
Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the
_____ District/Division of the _____ State/Union Territory. This is
also to certify that he/she does not belong to the persons /sections (Creamy Layer) mentioned in column 3 of the
Schedule to the Government of India, Department of Personnel & Training OM No.36012/22/93- Estt.[SCT],
dated 8-9-1993 **.

Dated :

District Magistrate
Deputy Commissioner etc.

Seal

* - the authority issuing the certificate may have to mention the details of Resolution of
Government of India, in which the caste of the candidate is mentioned as OBC.

** - As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the
Representation of the People Act, 1950.

The Prescribed proforma shall be subject to amendment from time to time as per Government of India
Guidelines.

FORM EWS

Government of

(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

(Prescribed proforma subject to amendment from time to time)

Certificate No.

Date :

VALID FOR THE YEAR

This is to certify that Shri/Smt./Kumari son/daughter/wife of.....permanent resident of Village/Street Post Office..... District..... in the State/Union Territory Pin Codewhose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her family** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities

2. Shri/Smt./Kumari belongs to the..... caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Name

Signature with seal of Office

Designation

Recent Passport
size
attested
photograph
of the applicant

* Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

Note 2 :The term 'Family**' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3 : The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

NOTE :- The Income and Asset Certificate issued 'by anyone of the following authorities in the prescribed format as given above shall only be accepted as proof of candidate's claim as 'belonging to EWS :-

- (i) District Magistrate/Additional District Magistrate/ Collector/ Deputy Commissioner/Additional Deputy Commissioner/1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner,
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate,
- (iii) Revenue Officer not below the rank of Tehsildar and
- (iv) Sub-Divisional Officer or the area where the candidate and/or his family normally resides.

FORM-I
Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in cases of blindness) (Prescribed proforma subject to amendment from time to time)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent passport
size attested
photograph
(Showing face
only) of the
person with
disability

Certificate No. :

Date :

This is to certify that I have carefully examined

Shri/Smt./Kum. _____ son/wife/daughter of Shri _____

_____ Date of Birth (DD / MM / YY) ___ Age _____ years, male/female ___

_____ registration No. _____ permanent

resident of House No. _____ Ward/Village/Street _____ Post Office

_____ District _____ State _____, whose photograph is affixed

above, and am satisfied that :

(A) he/she is a case of :

- locomotor disability
- Dwarfism
- Blindness

(Please tick as applicable)

(B) The diagnosis in his/her case is _____

(A) He/She has _____% (in figure) _____ percent (in words) permanent locomotor disability/ dwarfism /blindness in relation to his/her _____ (part of body) as per guidelines (..... number and date of issue of the guidelines to be specified)

2. The applicant has submitted the following documents as proof of residence :-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorised Signatory of notified Medical Authority)

Signature/Thumb
impression of the
person in whose
favour disability
certificate is issued.

FORM - II
Certificate of Disability
(In case of multiple disabilities)
(Prescribed proforma subject to amendment from time to time)
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP size Attested Photograph (Showing face only) of the person with disability

Certificate No. :

Date :

This is to certify that we have carefully examined

Shri/Smt./Kum. _____ son/wife/daughter of Shri _____

Date of Birth (DD / MM / YY) _____

Age _____ years, male/female _____ registration No. _____ permanent

resident of House No. _____ Ward/Village/Street _____ Post Office

_____ District _____ State _____, whose photograph is affixed

above, and am satisfied that :

(A) He/she is a Case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines ((..... number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below :

Sr. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Dwarfism			
5	Cerebral Palsy			
6	Acid Attack Victim			
7	Low vision	#		
8	Blindness	#		
9	Deaf	£		
10	Hard of Hearing	£		
11	Speech and Language Disability			
12	Intellectual Disability			
13	Specific Learning Disability			
14	Autism Spectrum disorder			
15	Mental-illness			
16	Chronic Neurological Conditions			
17	Multiple sclerosis			
18	Parkinson's disease			
19	Haemophilia			
20	Thalassemia			
21	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (..... number and date of issue of the guidelines to be specified), is as follows :-

In figures :- _____percent

In words :- _____percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

(i) not necessary,

Or

(ii) is recommended / after _____years _____months, and therefore this certificate shall be valid till (DD / MM / YY) _____

@ - e.g. Left/Right/both arms/legs

- e.g. Single eye

£ - e.g. Left / Right / both ears

4. The applicant has submitted the following documents as proof of residence :-

Nature of Document	Date of Issue	Details of authority issuing certificate

5. Signature and Seal of the Medical Authority

Name and seal of Member	Name and seal of Member	Name and seal of Chairperson

Signature/Thumb impression of the person in whose favour disability certificate is issued.

FORM - III
Certificate of Disability

(In cases other than those mentioned in Form I and II)

(Prescribed proforma subject to amendment from time to time)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent passport size Attested Photograph (Showing face only) of the person with disability

Certificate No. :

Date :

This is to certify that I have carefully examined

Shri/Smt./Kum. _____

son/wife/daughter of Shri _____ Date of Birth (DD /
MM / YY) _____

Age _____ years, male/female _____ Registration No. _____ permanent
resident of House No. _____ Ward/Village/Street

_____ Post Office
_____ District _____ State _____, whose photograph is

affixed above, and am satisfied that he/she is a Case of _____ disability. His/her
extent of percentage physical impairment/disability has been evaluated as per guidelines (_____
number and date of issue of the guidelines to be specified) and is shown against the relevant
disability in the table below:

Sr. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Cerebral Palsy			
5	Acid Attack Victim			
6	Low vision	#		
7	Deaf	€		
8	Hard of Hearing	€		
9	Speech and Language Disability			
10	Intellectual Disability			
11	Specific Learning Disability			
12	Autism Spectrum disorder			
13	Mental-illness			
14	Chronic Neurological Conditions			
15	Multiple sclerosis			
16	Parkinson's disease			
17	Haemophilia			

18	Thalassemia			
19	Sickle Cell disease			

(Please strike out the disabilities which are not applicable.)

2. The above condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is:

(i) not necessary,

Or

(ii) is recommended / after _____ years _____ months, and therefore this certificate shall be valid till (DD / MM / YY) _____

@ - e.g. Left/Right/both arms/legs

- e.g. Single eye / both eyes

£ - e.g. Left / Right / both ears

4. The applicant has submitted the following documents as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Authorised Signatory of notified Medical Authority)
(Name and Seal)

Countersigned

{Countersignature and seal of the
CMO/Medical Superintendent/Head of
Government Hospital, in case the
certificate is issued by a medical
authority who is not a government
servant (with seal)}

Signature/Thumb
impression of the
person in whose
favour disability
certificate is
issued.