

Ref. No. HO/01/HRM/2025-26/ 31

Date: 08.05.2025

For Circulation to all Branches and Offices
Issued by HRM Department, Head Office

Dear Sir/ Madam,

Re: Invitation of Applications from Officers for the Role of Identified Credit Officers

We are glad to announce that in order to boost & diversify the credit portfolio & focus on quality of credit appraisal of newly formed Bank i.e. Uttar Pradesh Gramin Bank, on 01.05.2025, the Competent Authority has decided to identify and train a pool of officer staff to be designated as Credit Officers.

Accordingly, applications are invited from willing officers who are interested in being considered for this role. Selected officers will be provided with necessary training and orientation to equip them with required processing, and monitoring skills for credit functions.

Eligibility:

- I. Officers in scale II/ scale III preferably having exposure of credit functions with a minimum of 05 years of service either at Regional level processing centers i.e. Retail advance processing centers/ Credit Hubs/Retail Loan Factory (RLF) or as Branch Head/credit officer.
- II. Good track record with no pending disciplinary issues.
- III. Preference will be given to staff having Certifications/ degree related to credit appraisal or other i.e. certified credit professional, CAIIB, MBA (finance), PGDM (finance), and M.Com etc.
- IV. Officers should not be exceeding 50 years of age as on 01.05.2025.

Accordingly, interested Officers members can apply through proper channel on the enclosed format (Annexure-I) as per timeline given hereunder:

A.	Last date of receiving application at respective Branch	15.05.2025
B.	Last date of receiving application at concerned RO	17.05.2025
C.	Last date of receiving application at HO (through email)	21.05.2025

How to Apply:

Interested officers may submit their willingness in the prescribed format (Annexure-I) through proper channel to HR through their respective Regional Offices. Regional Offices may forward applications along with recommendation. Further, the applications will be screened and shortlisted candidates will be called for interview before the committee at Head Office. Finalized candidates will be informed separately for training and further assignment.

All Offices/Branches are requested to bring the contents of this circular to the notice of all staff members.

(GHANSHYAM SINGH)

GENERAL MANAGER (HRM)

उत्तर प्रदेश ग्रामीण बैंक
Uttar Pradesh Gramin Bank

ANNEXURE-I

The Chairman,
Uttar Pradesh Gramin Bank,
Head Office,
Lucknow

Seniority No. :

P.F. No. E.C. :

Through,

Proper Channel

Re: APPLICATION-CUM-BIO DATA FORM FOR THE ROLE OF CREDIT OFFICERS

Sir,

In terms of Head Office Circular No. HO/01/HRM2025-26/ dated 08.05.2025, I wish to apply for the role of credit Officer.

I furnish below my BIO DATA:

NAME

FATHER'S NAME

PRESENT ADDRESS

PERMANENT ADDRESS

DATE OF BIRTH

CATEGORY

GENERAL / OBC / SC / ST

DATE OF JOINING

JOINED AS (DESIGNATION)

DATE OF LAST PROMOTION, IF APPLICABLE

MAJOR AILMENT, IF ANY, GIVE DETAILS

LOP AFTER PROMOTION

_____ Days)

DATE OF ATTAINING SUPERANNUATION



प्रधान कार्यालय: द्वितीय एवं तृतीय तल, एनबीसीसी कमर्शियल कॉम्प्लेक्स, वरदान खंड, गोमती नगर एक्सटेंशन, लखनऊ - 226010
Head Office: 2nd and 3rd floor, NBCC Commercial Complex, Vardan Khand, Gomti Nagar Extension, Lucknow - 226010
email- ho@barodauprrb.co.in

उत्तर प्रदेश ग्रामीण बैंक
Uttar Pradesh Gramin Bank

EDUCATIONAL QUALIFICATION

(If educational qualification is other than mentioned in the Seniority list, a valid proof should be annexed for the same)

OTHER PROFESSIONAL QUALIFICATION

DATE OF PASSING: CAIIB PART I / JAIIB

CAIIB PART II / CAIIB

PRESENT POSTING AND DESIGNATION (SINCE)

PREVIOUS THREE POSTINGS:

BRANCH/OFFICE _____ DESIGNATION _____ FROM _____ TO _____

BRANCH/OFFICE _____ DESIGNATION _____ FROM _____ TO _____

BRANCH/OFFICE _____ DESIGNATION _____ FROM _____ TO _____

SPECIALIZATION:

SPECIAL ASSIGNMENT FOR CREDIT

TENURE

PLACE OF ASSIGNMENT

MAJOR ACHIEVEMENT, IF ANY.

Yours faithfully,

()

NAME

EMP ID

VIGILANCE OFFICER/ HEAD OF DEPARTMENT/
REGIONAL MANAGER



प्रधान कार्यालय: द्वितीय एवं तृतीय तल, एनबीसीसी कमर्शियल कॉम्प्लेक्स, वरदान खंड, गोमती नगर एक्सटेंशन, लखनऊ - 226010
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Uttar Pradesh Gramin Bank

DETAILS OF DISCIPLINARY ACTION AND PROSECUTION CASES INITIATED AND PENDING IF ANY:

BRIEF DETAILS OF THE CASE: _____

DATE OF CHARGE SHEET/SUSPENSION/CRIMINAL PROSECUTION _____

I declare that the information given above is correct to the best of my knowledge.

Date:

Yours faithfully,

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NAME: _____

VIGILANCE OFFICER/ HEAD OF DEPARTMENT/
REGIONAL MANAGER

RECOMMENDATION OF REGIONAL MANAGER/HOD:

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REGIONAL MANAGER
REGION-----