



DIRECT RECRUITMENT DRIVE FOR MANAGEMENT TRAINEES

ADVERTISEMENT NO: HRM/MT/2023-24/01

Export-Import Bank of India [The Bank] is an all-India premier financial institution engaged in financing, facilitating and promoting India's international trade. Applications are invited for various opportunities as mentioned in this advertisement.

Applications (online mode) are invited from eligible candidates (Indian Citizens only). The application link will be live from October 21, 2023. No other means / mode of application will be accepted. Please read this advertisement carefully and ensure your eligibility before paying fees / submitting application.

Schedule of recruitment:

Website link opens	21.10.2023
Last day for applying and payment of Examination fee	10.11.2023
Tentative month of Online Examination	December 2023**
Tentative Month of interview	January 2023**

*** Exact date will be advised through the call letter and will also be updated on the Bank's website.*

Please note that:

- The process of Registration of application will complete only when fee is deposited with the Bank through on-line mode on or before the last date of fee payment.
- Before applying, candidates are requested to ensure that they fulfil the eligibility criteria for the post as on date of eligibility.
- Candidates are advised to regularly check the Bank's website www.eximbankindia.in for details and updates.
- Online examination will be conducted in the following cities: Ahmedabad, Bangalore, Bilaspur, Bhopal, Bhubaneshwar, Chandigarh/Mohali, Chennai, Guwahati, Hyderabad, Jodhpur, Kolkata, Lucknow, Nagpur, Mumbai/Navi Mumbai/Thane/MMR region, Delhi/NCR and Patna. The examination centres might change if sufficient number of candidates are not available. Interviews will be held at **Mumbai** and or **New Delhi**.
- Selected candidates may be posted in Bank's offices anywhere in India, as per requirement.

f) Candidates who have appeared for the final examinations and waiting for the results are eligible to appear for the written examination. However, the offer to join the Bank shall be subject to production of necessary documents evidencing successfully obtaining the requisite qualification by April 01, 2024, or joining date as prescribed by the Bank (whichever is later). The date mentioned on their degree / final marksheet shall be reckoned for arriving at their eligibility within the specified timelines, i.e., June 01, 2023.

g) Candidates can apply for only one post. If a candidate applies for more than one post, only the latest valid (completed) application/registration (higher registration number) will be retained, and the application fee/intimation charges paid for the other multiple registration(s) will stand forfeited.

NO. OF VACANCIES FOR THE RECRUITMENT OF MANAGEMENT TRAINEES ON DIRECT RECRUITMENT BASIS

Position	No. of Positions						Total
	UR	SC	ST	OBC (NCL)	^EWS	# PwBD	
Management Trainee (MT) <i>(Banking Operations)</i>	16	05	02	09	03	01	35

Position	Number of Positions				
	UR	SC	ST	OBC (NCL)	Total
Management Trainee (MT) <i>(Digital Technology)</i>	05	01	--	01	07

Position	UR	Total
Management Trainee (MT) <i>(Rajbhasha)</i>	02	02

Position	UR	Total
Management Trainee (MT) <i>(Administration)</i>	01	01

Reservation for Economically Weaker Section (EWS) in recruitment is governed by Office Memorandum no. 36039/1/2019-Estt (Res) dt. 31.01.2019 of Department of Personnel & Training, Ministry of Personnel (DoPT), Public Grievance & Pensions, Government of India.

^ EWS vacancies are tentative and subject to further directives of Government of India and outcome of any litigation. The appointment is provisional and is subject to the income & Asset certificate being verified through the proper channels." Benefit of reservation under EWS category can be availed upon production of an 'Income and Asset Certificate' issued by a Competent Authority on the format prescribed by Government of India. Candidates may please note that they should be in possession of "Income and Assets Certificate" as mentioned above issued on or after 01.04.2023 and before the date of document verification at the time of interview. 'Income and Asset Certificate' shall be submitted by such candidates at the time of interview (if called for interview). No request for extension of time for production of 'Income & Asset Certificate' beyond the said date shall be entertained. Candidates qualifying for interview under EWS category would be required to submit EWS certificate, at the time of interview. In case candidates fail to produce the same at the time of interview, they will not be allowed to appear for interview. Further, their request for interview under General category will also not be entertained.

Reservation is available for Persons with Benchmark Disabilities (PwBD) under Section 34 of "The Rights of Persons with Benchmark Disabilities Act, 2016". As the reservation for PwBD candidates are on horizontal basis,

the selected candidates will be placed in the appropriate category to which the candidate belongs. Only such persons would be eligible for reservation in services / posts under PwBD category who suffer from not less than 40% of relevant disability. One vacancy is reserved for PwBD – Hearing impairment. Reservation for PwBD is horizontal and within the overall vacancies of 35. PwBD candidates may belong to any category (i.e., GEN/ SC/ ST/ OBC/ EWS) and they will be eligible for age relaxations. If a suitable person with the benchmark disability for which the vacancy is reserved is not available, it may be filled by interchange among the other categories of benchmark disabilities, subject to the posts having been identified suitable for such disabilities. PwBD candidates are required to submit a Disability Certificate issued by an authority as prescribed in the Rights of Persons with Disabilities Rules, 2017; failing which their candidature will not be considered.

NOTE: Reservations are applicable as per prevailing government guidelines.

ELIGIBILITY

All the eligibility [age, educational qualification etc.] shall be computed as mentioned in subsequent paragraphs.

ESSENTIAL ACADEMIC QUALIFICATION & EXPERIENCE

Position	Essential Academic Qualifications
Management Trainee (Banking Operations) * Credit Appraisal * Loan operations & monitoring * Lines of Credit / Infrastructure * New Business Development * Sustainable Enterprises Export Development * Internal Audit * Risk Management * Treasury & Accounts (Total No. of posts – 35) UR – 16 SC – 05 ST – 02 OBC(NCL) – 09 EWS – 03 PwBD – 01* <i>(Reservation for PwBD candidates are on horizontal basis).</i>	Minimum 60% aggregate marks / equivalent Cumulative Grade Points Average (CGPA), in Graduation. MBA/PGDBA, with specialization in Finance or Chartered Accountants (CA). MBA/PGDBA course should be of a minimum 2-year full time duration, with a specialization in Finance with minimum 60% aggregate marks / equivalent CGPA. In case of CA, passing the professional examination is sufficient. Candidates who have appeared / appearing for the MBA/PGDBA or Chartered Accountancy and are expecting their results in the year 2024 are eligible to apply.
Management Trainee (Digital Technology) (Total No. of posts – 7) UR -5 SC - 1 OBC(NCL)- 1	Minimum 60% or equivalent grade in B.E/B. Tech Degree in Computer Science/ Information Technology/ Electronics & Communication OR Minimum 60% in any Graduation Course & MCA.

Position	Essential Academic Qualifications
Management Trainee (Rajbhasha) No. of posts – 2 [UR]	<p>Master's degree from a recognised University in Hindi or English with English or Hindi as a compulsory or elective subject or as medium of examination at degree level.</p> <p>OR</p> <p>Master's degree from a recognised University in any subject other than Hindi or English with Hindi or English medium and English or Hindi as a compulsory or elective subject or as medium of examination at the degree level.</p> <p>OR</p> <p>Master's degree from a recognised University in any subject other than Hindi or English with Hindi and English as compulsory or elective subjects or either of the two as medium of examination and the other as a compulsory or elective subject at the degree level.</p> <p><u>Desirable Qualification:</u></p> <ul style="list-style-type: none"> ➤ Knowledge of any Indian language other than Hindi mentioned in the Eighth Schedule of the Constitution of India. ➤ Diploma or certificate course in translation from Hindi to English and vice-versa from a recognised institute or university. ➤ In lieu of diploma or certificate course candidates having at least one year of post-qualification experience in implementing the Official Language Policy of the Government of India or candidates having relevant experience of translation in any organization of repute may also apply.
Management Trainee (Administration) No. of posts – 1 [UR]	<p>MBA/PGDBA with bachelor's degree in engineering, or Post Graduate qualification in hotel and hospitality management / facilities management.</p> <p>Minimum 60% aggregate marks /equivalent Cumulative Grade Points Average (CGPA), in Graduation and Post Graduation.</p>

- Candidates who have appeared in their final examinations and waiting for the results are eligible to appear for the written examination. However, the offer to join the Bank shall be subject to production of necessary documents evidencing successfully obtaining the requisite qualification by April 01, 2024, or joining date as prescribed by the Bank (whichever is later). The date mentioned on their degree

/ final marksheet shall be reckoned for arriving at their eligibility within the specified timelines, i.e., June 01, 2024.

- Candidates should possess excellent communication skills and should be proficient in the use of computers and information technology.
- Candidates from Universities / Institutes awarding degrees based on ratings / grades other than numerical marks (i.e. CGPA/GPA/any other form), may please note that if the equivalent aggregate percentage of marks is not mentioned in the mark sheet/certificate, candidates are required to furnish a letter from the head of the Institute / Controller of Examination of the University, stating clearly, the methodology of conversion of the grades into percentage (conversion formula) and the numerical marks equivalent to their rating/grades.
- The University / Institute should be recognised / approved by Government / AICTE / UGC. The candidates having qualified MBA / PGDBM examination through correspondence/part-time are not eligible.

AGE LIMIT AS ON (October 01, 2023) FOR MANAGEMENT TRAINEE:

Not below 21 years and not above 25 years (**October 01, 2023**). Relaxation in upper age limit shall be as below:

Sr.	Category	Maximum age
1	Scheduled Caste/ Scheduled Tribe	30 Years
2	Other Backward Classes (Non-Creamy Layer)	28 Years
3	Persons with Benchmark Disabilities (PwBD)	- PwBD (SC/ ST)
		- PwBD (OBC)
		- PwBD (Gen/ EWS)

1. Reservation for candidates belonging to reserved category will be in accordance with the prevailing Govt. of India guidelines. Candidates must state their reservation status clearly in the application. Applicants should produce in original their degree certificates, caste, experience and any other relevant certificates at the time of interview/ at any stage of the subsequent process.
2. 10% reservation in direct recruitment in civil posts and services in GOI is provided to the persons belonging to EWS, who are not covered under the scheme of reservation for SCs, STs and OBCs. The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority.
3. Relaxations are provided to the candidates belonging to SC, ST, OBC and for Persons with Disabilities (PwBDs) category. As per DOPT circular no. 36034/2/2013 dated April 08, 2013, in direct recruitment by way of All India Competitive Examination, the maximum relaxation of 5 years in upper age limit is allowed to Ex-servicemen for appointment in Group A (i.e., Officers cadre).
4. For candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to creamy layer

- section and is excluded from the benefits of the reservation for other backward classes in civil posts and services under Government of India. OBC caste certificate containing the Non-Creamy layer clause should be valid as on the last date of applying (issued within one year prior to the last date for applying). Caste name mentioned in certificate should tally letter by letter with Central Government list/notification.
5. Candidates belonging to OBC category but coming under creamy layer and/or if their caste does not find place in the Central List are not entitled to OBC reservation. They should indicate their category as General in the application form.
 6. The selected candidates will be posted anywhere in India, depending on the requirement of the Bank. Therefore, only candidates willing to serve anywhere in India should apply.
 7. Selected candidates may also be transferred to offices outside India with their consent.
 8. Management Trainees will be absorbed in Grade/Scale Junior Management (JM-I) as Deputy Manager, after successful completion of training period for one year in the Bank. A monthly stipend of ₹ 55,000/- will be paid during the period of training. The pay band for Deputy Managers (JM-I) appointed in the service of the Bank shall be (₹ 36000 - 1490 – 46430 -1740 – 499910 – 1990 – 63840) as per the Indian Banks' Association (IBA) 11th Bipartite Settlement.
 9. All the educational qualifications mentioned above should be from a University / Institution / Board recognized by Govt. of India / approved by Govt. Regulatory Bodies. In case the date of passing is not properly mentioned in the mark- sheet or provisional certificate, proper document from Board / University indicating the date of declaration of results has to be submitted at the time of interview. In case the result of a particular examination is posted on the website of the University / Institute and web-based certificate is issued, then proper document / certificate in original issued and signed by the appropriate authority of the University / Institute indicating the date of passing that examination properly mentioned thereon will be reckoned for verification and further process
 10. Upon absorption of Management Trainees as Deputy Managers after successful completion of traineeship of one year, in addition to the pay, the selected candidates will be eligible for allowances, perquisites and benefits, as applicable to the Grade as per Bank's rules, prevalent at the time of joining. Residential accommodation may be provided subject to availability or alternatively leased accommodation scheme is in place. Schemes for granting loans for housing, vehicle, personal computer, children education etc. are also available.
 11. Only those who satisfy the required age and qualification should apply. Applications that do not meet with the requirements will be rejected and no correspondence in this regard will be entertained.
 12. Interested candidates must fill in an **Online Application Form**. The application link will be live from October 21, 2023. **Application in any other format will not be considered** and will be rejected by the Bank,

irrespective of fulfilling the eligibility criteria. **Only Online Applications will be considered by the Bank.** Canvassing in any form will be a disqualification.

13. Application fees and intimation charges (Non-refundable) are ₹ 600/- for General and OBC candidates and ₹ 100/- (Intimation charges) for SC/ST/PwBD /EWS and Female candidates. Applicants are requested to ensure their eligibility before applying for any post. Fees once paid will not be refunded in case the applicant is not found to be eligible for the said post.
14. The Selection Process will comprise of Online Test comprising of objective and descriptive type questions and Personal Interview. The date and timing of the Online test will be advised to the eligible candidates at a later date by notification on our website, personal email and/or SMS. Candidates who are shortlisted based on the performance in the Online Test will be called for Personal Interview.
15. Depending upon the requirement and suitability of the candidates, the Bank reserves the right to cancel/restrict/curtail/enlarge the recruitment process including the number of vacancies, if need so arises, without any further notice and without assigning any reason therefor.
16. No correspondence will be entertained from any ineligible and non-selected candidate. In all matters regarding eligibility, the selection process, the stages at which the scrutiny of eligibility is to be undertaken, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards in the selection process, number of vacancies, communication of results, etc., the Bank's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
17. Selected candidates, who are already in service must produce a proper relieving letter / discharge certificate in original from their present employer at the time of joining, failing which they shall not be allowed to join the Bank.
18. Candidates who have defaulted in any loan repayment and / or their name appear in CIBIL database as defaulter, are not eligible to join the Bank.
19. Selected candidates (Management Trainees), at the time of joining the Bank, will have to execute a personal bond for ₹ 3 lakh to serve the Bank for one year as Management Trainee from the date of joining the Bank and minimum of 5 years as employee from the date of absorption of in the Bank's service.
20. Any legal proceedings in respect of any matter of claim / dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Mumbai and courts / tribunals / forums at Mumbai only shall have sole and exclusive jurisdiction to try any clause / dispute.
21. The Bank reserves the right to cancel the recruitment process entirely at any stage.

ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT/ USE OF UNFAIR MEANS

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting application. At the time of examination, interview or in a subsequent selection procedure, if a candidate is (or has been) found guilty of:

- (i) Using unfair means
- (ii) Impersonating or procuring impersonation by any person, OR
- (iii) Misbehaving in the examination/interview hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose, OR
- (iv) Resorting to any irregular or improper means in connection with his/ her candidature, OR
- (v) Obtaining support for his/ her candidature by unfair means, OR
- (vi) Carrying mobile phones or similar electronic devices of communication in the examination/ interview hall.

Such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, shall be liable;

- a) to be disqualified from the examination for which he/ she is a candidate:
- b) to be debarred either permanently or for a specified period from any examination conducted by the Bank.
- c) for termination of service, if he/ she has already joined the Bank.