



Human Resources
Corporate Headquarters
M.A. Road, Srinagar.
Phone No's-0194-2481931-35.

Notification For the Appointment of Specialized Officers in JK Bank

Jobs @ JK Bank

SUBMISSION OF ONLINE APPLICATION - FROM 15.12.2020 TO 31.12.2020

Online applications are invited from domicile of UT of J&K fulfilling the eligibility criteria for appointment of Specialized Officers in J&K Bank.

1. Before Applying, Candidates are requested to ensure that they fulfill the eligibility criteria for the post as per advertisement.
2. The process of Registration shall complete only after depositing of fee through Online mode.
3. Candidates are advised to refer Bank's website <https://www.jkbank.com> under careers link regularly for details and updates. No other mode of communication will be used in case of any change / update.

1. Chartered Accountants (CA)

ELIGIBILITY CRITERIA & OTHER DETAILS

No of Posts	5-Five
Posting	As per requirement of the Bank.
Age	25-40 years as on 01.10.2020 (inclusive)
Post	Equivalent to Senior Executive-Scale-III, Officer
Pay Scale	Rs. 42020-1310/5-48570-1460/2-51490.
Qualification	He/she should be a qualified Chartered Accountant.
Work Experience	Preference shall be given to those with 3 years as Chartered Accountant, Internal Auditor, Senior Accountant, Accounts Manager.
Job Role	<p>Preparation of statutory returns and responses related to Income-Tax/TDS Returns, Balance Sheet, Profit & Loss, Reconciliation, VAT, Service-Tax, TDS, GST, MIS, Finalization of Accounts, Income tax Returns and Assessments, etc.</p> <p>Chartered Accountant shall contribute in fields of Tax Planning, Capital Budgeting, Budget Forecasting, Financing, preparation of Books of Accounts, or any other related financial activity.</p> <p>Job Roles includes assignments related to:</p> <ol style="list-style-type: none"> 1. Financial Accounting 2. Social Accounting 3. Taxation 4. Capital Formation 5. Economic Planning <p>Knowledge of Direct and Indirect Taxation, managing Accounts, Budgeting and Cash Flow, MIS, and Fund Management. Awareness of Internal Auditing standards issued by IIA and ICAI. Ownership of Finance policies and procedures and ensuring the same are aligned with business needs and industry practices.</p>

2 Civil Engineers

ELIGIBILITY CRITERIA & OTHER DETAILS

No of Posts	8-Eight
Posting	As per requirement of the Bank.
Age	25-40 years as on 01.10.2020 (inclusive)
Post	Equivalent to Executive-Scale-II, Officer.
Pay Scale	Rs.31705-1145/1-32850-1310/10-45950.

Qualification	<p>Bachelor's degree in Civil / Architecture Engineering from a recognized University.</p> <p>(OR)</p> <p>Masters in Civil /Architecture Engineering from a recognized University.</p>
Work Experience	<p>Candidates with Bachelor's degree should have 4 years' work experience in the field of valuation of real estate. (Copy of latest Valuation report to be produced without mentioning the name of the Party). (OR)</p> <p>Candidates with Master's degree should have 2 years' work experience in the field of valuation of real estate. (Copy of latest Valuation Report to be produced without mentioning the name of the Party).</p> <p>Other Preferential criteria's:-</p> <ul style="list-style-type: none"> • Preference may be given to applicants with good standing in any of the registered/recognized valuer associations. • The candidate possessing valid proof of experience as mentioned below may be given preference:- <ul style="list-style-type: none"> ➤ Letter of empanelment by any Bank / FI. ➤ Letter of empanelment by any Court of Law in India. ➤ Letter of appointment as valuation consultant by Government of India / any State Government / any Municipality / any Municipal Corporation. ➤ Letter of appointment as valuer employee by Government of India / any State Government / any Municipality / any Municipal Corporation. ➤ Letter of appointment as a valuer employee by Public Limited Company of repute engaged in the business of valuation. ➤ Experience in Structural Engineering. ➤ Letter of appointment as a valuation consultant by Public Limited Company of repute
Job Role	<p>Undertaking technical appraisal to assess fair market value of property & to validate mandatory technical documents for ascertaining whether the construction is according to plans approved by municipal authority, to confirm the ownership of a property and arrange to obtain occupation certificate wherever required.</p> <ul style="list-style-type: none"> • Inspection of buildings under construction, for release of loan instalments. • Undertake technical and feasibility studies and site investigations • Develop detailed designs. • Assess the potential risks of specific projects, as well as undertake risk management in specialist roles at times. • Supervise tendering procedures and put together proposals. • Manage, supervise and visit contractors on site and advise on civil engineering issues oversee the work of junior staff, or mentor civil engineers throughout the charter ship process. • Manage budgets and other project resources. • Adopt all relevant requirements around issues such as building permits, environmental regulations, sanitary design, good manufacturing practices and safety on all work assignments. • Ensure that a project runs smoothly and that the structure is completed on time and within budget. • Correct any project deficiencies that affect production, quality and safety requirements before final evaluation and project reviews.

3 Mechanical Engineers

ELIGIBILITY CRITERIA & OTHER DETAILS	
No of Posts	8-Eight
Posting	As per requirement of the Bank.
Age	25-40 years as on 01.10.2020 (inclusive)
Post	Equivalent to Executive-Scale-II, Officer.
Pay Scale	Rs.31705-1145/1-32850-1310/10-45950
Qualification	Bachelor's Degree in Mechanical, Industrial Engineering from a recognized university. (OR) Master's Degree in Mechanical/Industrial Engineering from a recognized University.
Work Experience	Candidates with Bachelor's degree shall have 4 years' work experience in the field of valuation of Plant & Machinery. (Copy of latest such Valuation Report to be produced without mentioning the name of the Party). (OR) Candidates with Master's degree shall have 2 years' work experience in the field of valuation of Plant & Machinery. (Copy of latest Valuation report to be produced without mentioning the name of the Party). Other Preferential criteria's:- <ul style="list-style-type: none">• Preference may be given to applicants with good standing in any of the registered/recognized valuer associations.• The candidate possessing valid proof of experience as mentioned below may be given preference:-<ul style="list-style-type: none">➤ Letter of empanelment by any Bank / FI.➤ Letter of empanelment by any Court of Law in India.➤ Letter of appointment as valuation consultant by Government of India / any State Government / any Municipality / any Municipal Corporation.➤ Letter of appointment as valuer employee by Government of India / any State Government / any Municipality / any Municipal Corporation.➤ Letter of appointment as a valuer employee by Public Limited Company of repute engaged in the business of valuation.➤ Worked as Industrial & System Engineer.➤ Letter of appointment as a valuation consultant by Public Limited Company of repute.
JOB ROLE	<ul style="list-style-type: none">• Valuation of plant & machinery after completing the examination for release of loan instalments• Inspection of plant & machinery.• Interior plant & machinery.

- Mode of application shall be Online Registration with fee of Rs 2500.00 (Rs. Two Thousand Five Hundred Only) to be paid by the aspirants and link shall be available w.e.f: **15.12.2020 to 31.12.2020**. JK Bank staff shall be exempted from application fee.
- There will be five years of age relaxation to J&K Bank staff candidates for the posts of Civil/Mechanical-Engineers and Chartered Accountant provided the staff has five years of regular service in the Bank as on the date of Notification.

- The candidates who had already applied for such posts vide earlier Notification No-JKB/RECTT/2020-070 - Dated 01-07-2020 need not to apply afresh.

OTHER TERMS:

- Lateral inductee candidates shall remain outside the general cadre of officer's for a minimum period of 5 years and the inter-se seniority shall be determined accordingly.
- In addition to the educational qualification criteria mentioned above, the candidates must also fulfil the following conditions:-
 - Should not have been removed / dismissed from related service (during previous employment/ engagement).
 - Should not have been convicted of any offence and sentenced to a term of imprisonment.
 - Should not have been found guilty of misconduct in professional capacity.

MODE OF SELECTION:

- Candidates will be short-listed for Personal Interview, based on their qualification, experience and suitability for the post.
- The selection shall be undertaken on the basis of Shortlisting and Interview as under:
 - The modalities for the short-listing shall be finalized based on the number of applications received;
 - The shortlisted candidates have to undergo the process of Personal Interview.
 - Final selection will be on the basis of marks secured by the candidate in Personal Interview.
 - Bank reserves the right to reject any application without assigning any reason thereof.

Reservation: There will be no reservations for any category.

- Short listed Candidates shall be required to produce original testimonials / credentials at the time of interview.
- Please submit credentials @ <https://www.jkbank.com> under careers link w.e.f 15.12.2020 to 31.12.2020.

President-HR
J&K Bank, Corporate Headquarters, M.A. Road
Srinagar, Jammu and Kashmir- 190001

HRD/Rectt/2020-338
Dated:-14.12.2020