

6. SCHEME OF SELECTION

Selection for the Post will be done through two tiered processes i.e. online examination and interview.

Phase I: Online Examination

Online examination will consist of both Objective and Descriptive Tests. Objective Tests for 200 marks will be of 3 hours duration consisting of 4 sections. The objective test will have separate timing for each section. The details of online test structure will be as follows:

Sr. No	Name of Tests (NOT BY SEQUENCE)	No. of Questions	Maximum Marks	Medium of Exam	Time allotted for each test (Separately timed)	Type of test
1	Reasoning and Computer Aptitude	45	60	English & Hindi	60 minutes	Objective
2	General Awareness (with special focus on Economy & Banking) and Computer Knowledge.	50	50	English & Hindi	40 minutes	
3	English Language	25	30	English	35 minutes	
4	Quantitative Aptitude (with special emphasis on Data analysis and interpretation)	35	60	English & Hindi	45 minutes	
	Total	155	200		03 hours	
	English Language* (Letter Writing and Essay)	02	25	English	30 minutes	Descriptive

*Descriptive Test is a test of English Language for 25 marks. Test will be of 30 minutes duration consisting of two parts Letter Writing and Essay. Candidates will have to answer Descriptive Test by typing on the computer. Descriptive Test will commence immediately after completion of the Objective Test. Descriptive Test is of qualifying nature and candidates have to secure minimum score in the Descriptive Test. Evaluation of Descriptive Test paper is subject to candidate attaining minimum marks in Objective Test.

The Bank reserves the right to modify the structure of the examination which will be intimated through its website. Other detailed information regarding the examination will be given in an Information Handout, which will be made available for the candidates to download along with the e-Call Letters from the official website of NHB www.nhb.org.in

Please note that candidates will not be permitted to appear for the Online Examination without the following documents:

1. Valid e-Call Letter for the respective date and session of Examination.
2. Photo-identity proof (as specified) in original bearing the same name as it appears on the e-Call Letter / application form and
3. Photocopy of photo-identity proof (as mentioned in (2) above)

Candidates reporting late i.e. after the reporting time specified on the e-Call Letter for Examination will not be permitted to take the examination.

The reporting time mentioned on the e-Call Letter is prior to the Start time of the test. Though the duration of the Online examination is 3 hours 30 minutes, candidates may be required to be at the venue for about 4 hours or more including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions etc.

Penalty for Wrong Answers:

Each question in Objective Tests will have five alternative choices, out of which one will be the correct answer. There will be a penalty for wrong answers marked in the Objective Tests. For every wrong answer marked, one fourth of the marks assigned to that question will be deducted as penalty to arrive at corrected score. If a question is left blank, i.e. no answer is marked by the candidate, there will be no penalty for that question.

Scores:

- The corrected scores obtained by each of the candidates in different sessions (if held) will be normalized using equi-percentile method.
- Scores up to two decimal points shall be taken for the purpose of calculations.

Cut-off Score (Online Examination):

Each candidate will be required to obtain a minimum score in each section of the Objective Test and also a minimum total score to be considered to be shortlisted for interview. **Descriptive Test is of qualifying nature and marks scored in the same shall not be considered for shortlisting of candidate to interview. However, the candidate has to secure minimum score in the Descriptive Test. Evaluation of Descriptive Test paper is subject to candidate attaining minimum marks in Objective Test.**

Depending on the number of vacancies available, cut-offs will be decided and candidates will be shortlisted for interview. Prior to the completion of the selection process, scores obtained in the online examination and interview phases will not be shared with the candidates.

Phase II – Interview:

A category wise merit list will be prepared on the basis of the aggregate marks scored in the Objective Test. The minimum aggregate cut off marks for being shortlisted for Interview will be decided by the Bank

in relation to the number of vacancies. Roll No. of the candidates shortlisted for interview will be published on NHB website. Interviews will be conducted at NHB head office in New Delhi ONLY. Details regarding time & date of Interview will be informed to the shortlisted candidates in the e-Call Letter. Candidates are required to download their interview e-Call Letters from the official website of NHB www.nhb.org.in. Please note that any request regarding change in date, time, centre etc. of interview will not be entertained. However, the Bank reserves the right to change the date/ time/ centre etc. of interview or hold supplementary process for particular date/ session/ centre/ set of candidates at its discretion, under unforeseen circumstances, if any. Candidate may opt for interview either in Hindi or English.

Total marks allotted for Interview is 50. The minimum qualifying marks in interview will be as decided by the Bank. The weightage (ratio) of Online Examination and Interview will be 80:20 respectively. Final Selection will be through merit list which will be prepared by adding marks secured by candidates in Online Examination and Interview. A candidate should qualify both in the online examination and interview and be sufficiently high in the merit to make into the Final selection list.

While appearing for the Interview, the candidate should produce valid prescribed documents given below. In the absence of documents candidature of the candidate shall be cancelled.

List of Documents to be produced at the time of interview (as applicable):

The following documents **in original and self-attested photocopies** in support of the candidate's eligibility and identity are to be invariably submitted at the time of interview failing which the candidate may not be permitted to appear for the interview. Non submission of requisite documents by the candidate at the time of interview will debar his candidature from further participation in the recruitment process.

- (i) Printout of the valid Interview e-Call Letter.
- (ii) Valid system generated printout of the online application form registered.
- (iii) Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authorities or SSLC/ Std. X Certificate with DOB).
- (iv) Photo Identify Proof as indicated in **Point 10 (i)** of the advertisement.
- (v) Mark-sheets or certificates for Graduation or Post-graduation etc. Proper document from University/ Institute for having declared the result on or before 01.08.2020 has to be submitted.
- (vi) Caste Certificate issued by the competent authority in the prescribed format as stipulated by Government of India in the case of SC / ST / OBC category candidates.

In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to Creamy Layer section excluded from the benefits of reservation for Other Backward Classes in Civil posts & services under Government of India. OBC caste certificate containing the Non-Creamy Layer clause should be issued during the current Financial Year (FY). Caste Name mentioned in certificate should tally letter by letter with Central Government list / notification. At the time of interview, OBC candidate should bring the caste certificate containing the Non-Creamy Layer clause issued during that Financial Year 2020-21.

Candidates belonging to OBC category but coming under creamy layer and/ or if their caste