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7. **Examination:- Rajasthan Co-Operative Bank Syllabus All Subject**

Separate online examinations shall be conducted by the Board through an agency for selection of candidates for each of the four categories of posts. Successful candidates will be recommended for appointment on the basis of their merit as well as the preferences of Banks given by them. A candidate who does not indicate his/her preferences for some particular banks, will be considered eligible for appointment in only those Banks for which he/she has indicated his/her preference. No request for changing the preferences in this regard shall be entertained in any case.

a. Separate online examinations of following subjects shall be conducted for selection to each of the five categories of posts. A merit list of successful candidates shall be prepared on the basis of the marks obtained in the online examination and preference for the Banks indicated by the candidate.

The examination paper will contain questions with multiple choices for the answers. Candidates are to mark/select the correct choice of answer from the available options in Paper I:-

Sr. Manager and Manager

S.No.	Subject	Questions	Marks	Time
1.	English	25	25	120 minutes
2.	Quantitative Aptitude	25	25	
3.	Reasoning	25	25	
4.	General Knowledge of Rajasthan	30	30	
5.	Computer Knowledge	25	25	
6.	Accountancy	30	30	
7.	Rajasthan Cooperative Act & Rules 2001, Cooperative Structure of Rajasthan	40	40	
	Total	200	200	

Computer Programmer

S.No.	Subject	Questions	Marks	Time
1.	English	30	30	120 minutes
2.	Numerical Ability	40	40	
3.	Reasoning	40	40	
4.	General Knowledge of Rajasthan	40	40	
5.	Professional Knowledge	50	50	
	Total	200	200	

Banking Assistant

S.No.	Subject	Questions	Marks	Time
1.	English	30	30	120 minutes
2.	Quantitative Aptitude	40	40	
3.	Reasoning	40	40	
4.	General Knowledge of Rajasthan	30	30	
5.	Computer Knowledge	25	25	
6.	Accountancy	25	25	
7.	Rajasthan Cooperative Act & Rules 2001, Cooperative Structure of Rajasthan	10	10	
	Total	200	200	

Steno

S.No.	Subject	Questions	Marks	Time
1.	English	50	50	120 minutes
2.	Numerical Ability	50	50	
3.	Reasoning	50	50	
4.	General Knowledge of Rajasthan	50	50	
	Total	200	200	

Syllabus

English

Secondary & Madhyamik Level

Quantitative Aptitude

All India Nationalized Banks Officers/Clerical Level Examination

Reasoning

All India Nationalized Banks Officers/Clerical Level Examination

Numerical Ability

All India Nationalized Banks Officers/Clerical Level Examination

General Knowledge of Rajasthan

General Interest & Awareness about Major Economic, Social, Political, Cultural, Literary & Scientific Aspects of Importance & Current Developments in Rajasthan



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Shubh Prajapati

Computer Knowledge

Basic Knowledge in Computer Application must include Basic Knowledge of Computers & it's Hardware, Software & Peripherals & Their Use, Knowledge of M.S. Office (M.S. Word, M.S. Excel, Opening of File, Preparation of Files, Preparation of Word Files, Power-Point Presentation, Net Surfing)

Accountancy

Syllabus of Pass Course Standard

Rajasthan Cooperative Act & Rules 2001, Cooperative Structure of Rajasthan

Salient Provisions of Raj. Cooperative Societies Act and Rules, Fundamentals of Banking, Cooperative Banking, Core Banking, mobile Branch Banking, branchless Banking, Electronic Banking, Business facilitators/Business correspondents (FC & BC), Financial Inclusion, Micro-Finance (SHG & JLG, etc.) B.R. Act, RBI Act, NABARD Act, Prudential norms, Income Recognition and Asset classification Norms (IRAC), Capital to Risk Weightage Asset ratio (CRAR) CRR, SLR, Transparent Financial disclosure, Developing Business Plan, Market analysis, Profit Planning and DAP, financial Statements and ratio analysis.

- b. The question paper shall be of objective type with 5 multiple choices/alternates as answers, out of which only one choice shall be correct. For every correct answer, one mark will be awarded, however for every wrong answer, 0.25 marks shall be deducted.. Those candidates who have obtained at least 33% of total marks in the online examination shall be considered as passed. In case of SC/ST candidates, a minimum of 28% shall be considered as passed.
- c. In case of more than one candidate securing same total marks in examination, the candidate older in age will be placed higher in merit. In case the total marks and date of birth is also same, the candidate possessing higher educational qualification would be considered higher in merit. In case of a tie in date of birth as well as the highest educational qualification, the candidates securing higher percentage of marks in the qualifying examination would be considered higher in merit. In case all the above parameters result in a tie, a candidate having passed his qualifying examination earlier would be considered senior in the merit list.



8. Selection Process and Appointments:-

Appointment shall be made on the basis of a candidate's merit in examination and the preferences indicated by him/her subject to the availability of the posts belonging to the category of the candidate in that particular bank. For example, if an SC candidate has expressed his first preference for a particular Banks and no SC category post is available in that particular bank, then the next preference expressed by him will be considered. Candidates should express their preferences for all the banks for the posts of Manager as well as Banking Assistant. Preferences for the post of Steno should be given as per the available posts in different Banks. Preferences for the post of Computer Programmer should be given as per the available posts in different Banks. The post of Senior Manager is available only in the Rajasthan State Co-operative Bank. Banks shall be allocated to the candidates on the basis of their merit in the examination result and the preference indicated by them in the application form.

Note:-

- a. The Rajasthan State Co-operative Bank(Apex Bank), Jaipur and various District Central Co-operative Banks are all independent co-operative bodies and the appointment letters to the finally selected candidates will be issued by the respective Bank, for which the candidate has been selected.
- b. The Board is conducting common examination for recruitment to each of the various categories of posts advertised on behalf of the Apex Cooperative Bank and various Central Cooperative Banks and after issuing common merit lists for each of the posts on the basis of such examination, recommendations for appointment of candidate in an institution shall be made on the basis of his/her ranking in the merit as well as the preference indicated by him/her.
- c. If a woman candidate secures merit in the general category and there is no seat reserved for woman candidates in the institution of her preference, she will be allotted a post against the mixed vacancies (male+female) of the general category. Where the 30 percent quota reserved for women is fulfilled, a woman candidate securing merit shall be given appointment in excess of the 30 percent quota, meaning thereby that no vacancy of a particular category shall remain unfilled for want of a seat reserved for women, if a woman candidate of that category is available in the merit. Reason having that there is no reservation for male candidates.
- d. Each candidate applying for a particular post will be required to give preference for the institution of his/her choice while filling up the application form. These preferences, once given, shall be final and irreversible. A candidate can give preferences for more than one institution (Apex Bank / any of the CCBs).
- e. Candidates should keep in mind that, after the examination, the Board shall recommend a candidate for appointment on a post in one institution only and such recommendation will be on the basis of the candidate's merit and availability of posts belonging to his/her category in the banks/institution of his/her preference.
- f. The selection list prepared and recommended by the Board shall be made available to the Bank concerned on the basis of which, the Bank shall take up the process of appointment.
- g. The candidates recommended for appointment shall be given appointment on a fixed remuneration for the initial two years. The remuneration shall be as fixed by the Registrar, Cooperative Societies, Rajasthan from time to time. However

