

**C. The pattern of the Examinations which will be conducted online will be as below:**

The online examination for the above posts will be conducted in single phase through IBPS, Mumbai.

The structure of the Examinations will be as under:

<b>Sr. No.</b>	<b>Particulars</b>	<b>No. of Questions</b>	<b>Marks</b>	<b>Duration</b>
1.	Reasoning	30	30	150 minutes
2.	Numerical Ability	30	30	
3.	English	30	30	
4.	General Awareness*	30	30	
5.	H.P. Coop. Societies Act and HP Coop Societies Rules	30	30	
	Total	150	150	

\* Questions of General Awareness will include question on general awareness and question about H.P. General Knowledge.

**NOTE :** Candidates up to 1.75 times of vacant posts will be called for the process of verification/scrutiny of documents.

**(1). Syllabus:-**

The level of examination and syllabus for examination shall be in accordance with the minimum level of educational qualification criteria provided for the post. The minimum level of educational qualification for the post of Jr. Clerk is graduation.

**(2). Total marks for Online Examination:-**

The Online Examination will be of 150 marks. The merit obtained by candidate in online examination will be considered while preparing final merit list.

**There will be no personal interview and selection for appointment to said posts of Junior Clerks will be made on the basis of merit of online examination after verifying the documents.**

**(3). Minimum Qualifying Marks :-**

The overall minimum qualifying marks in the online examination shall be 40% of total marks prescribed for written test.

**(4). Duration of Online Test:-**

The duration of online examination shall be two and a half hours (2 ½ hours). There shall be no separate time duration for each section.

**D. IMPORTANT POINTS TO BE NOTED:-**

- (i) There shall be no negative marking for online examination. In the online examination the question paper shall be of objective type multiple choice. The question paper shall be both in English and Hindi.
- (ii) The online examination for the advertised posts shall be conducted in single phase. The candidates declared successful in online examination will be called for verification/scrutiny of relevant documents by the Bank at later stage in the prescribed ratio. Final selection will be made on the basis of marks of online examination after verification/scrutiny of documents as mentioned by the candidates in his/her application and required as per the eligibility criteria for said posts as contained under Bank's Service Rules. The candidates declared successful/qualified in the online examination shall be called for verification/scrutiny of documents in prescribed ratio and they shall have to personally attend the document verification process invariably, failing which the candidature of such candidates will be deemed to have been cancelled/ terminated without any further notice.
- (iii) After document verification process, final merit of the candidates will be decided on the basis of total marks obtained in online examination as per the laid down criteria. Waiting list of the candidates will be prepared as per the provisions contained under Bank's Service Rules.
- (iv) Preference shall be given to the candidates possessing knowledge of Customs, traditions, languages and culture of the State and the test shall also include questions on the subject.
- (v) Only those candidates who secure at least 40% marks in the Online Examination will be shortlisted for the process of document verification/scrutiny of documents in the prescribed ratio, on the basis of merit of online examination.

**E. Pay and emoluments for the post of Jr. Clerk:**

- All the posts will be filled on regular basis in the pay scale with minimum pay of Rs. 19900/- (level-2) + admissible allowances Per Month.
- **Name of post:** Jr. Clerk, **Pay Scale:** Minimum Pay of Rs. 19900/- (level-2)+ admissible allowances Per Month.

**F. Age Criteria (As on 01.01.2026)**