

RBI OFFICE ATTENDANT RECRUITMENT NOTIFICATION 2021

RBI Office Attendant Recruitment 2021: Reserve Bank of India has released an official notification regarding the recruitment for the post of office attendants on its official website @rbi.org.in. According to the notification RBI will be recruiting **841 vacant posts of office attendant** in various offices of the RBI banks. RBI will be conducting a countrywide competitive test which will be followed by a language proficiency test for selecting the eligible candidates. **The online registration process has been scheduled from 24th February 2021 to 15th March 2021.** The interested candidates can apply from the direct link mentioned in the article below.

RBI Office Attendant Recruitment 2021: Important Details

RBI Office Attendant Recruitment 2021	
Organization	Reserve Bank of India
Name of the post	Office Attendant
Recruitment	Post of Office Attendant-2020
Vacancies	841
Official Notification Release Date	24th February 2021
Online Registration Start	24th February 2021
Last Date to Apply	15th March 2021
Selection Process	Online Test & Language Proficiency
Category	<u>Bank Jobs</u>
Official Website	rbi.org.in

RBI Office Attendant Recruitment 2021: Important Dates

Events	Dates
Notification Release Date	24th February 2021
Commencement of Online Registration	24th February 2021
Closure of registration of application & fee payment	15th March 2021
Last Date To Print application form	15th March 2021
Admit Card Release Date	To Be Notified Soon
Online Examination Date	09th & 10th April 2021 (Tentative)
Language Proficiency Test (in Regional Language)	To Be Notified Soon
Result	To Be Notified Soon

RBI Office Attendant Recruitment 2021: Vacancy

S. No	RBI Office	Vacancies
1	Ahmedabad	50
2	Bangalore	28
3	Bhopal	25
4	Bhubaneswar	24
5	Chandigarh	31
6	Chennai	71
7	Guwahati	38
8	Hyderabad	57
9	Jammu	09
10	Jaipur	43
11	Kanpur	69
12	Mumbai	202
13	Nagpur	55
14	New Delhi	50
15	Patna	28
16	Thiruvananthapuram	26
17	Kolkatta	35
Total Vacancies		841

RBI Office Attendant Recruitment 2021: Eligibility Criteria

• Education Qualification

The candidate should have passed 10th Standard (S.S.C./Matriculation) from the concerned State/UT coming under the Regional Jurisdiction of the Recruiting Office to which he/she is applying. Such qualification should be from a recognized board of that State/UT

• Age Limit (as on 01/02/2021)

Between 18 and 25 years. Candidates must have been born not earlier than 02/02/1996 and not later than 01/02/2003 (both days including) are only eligible to apply for the post of Office Attendants in Reserve Bank of India

Category	Age Relaxation
Scheduled Caste / Scheduled Tribe (SC/ST)	By 5 years, i.e. up to 30 years
Other Backward Classes (OBC)	By 3 years, i.e. up to 28 years
Persons with Benchmark Disabilities (PwBD)	By 10 years (GEN/EWS) 13 years (OBC) & 15 years (SC/ST)
Ex-Servicemen	To the extent of service rendered by them in Armed Forces plus an additional period of 3 years subject to a maximum of 50 years
Widows/divorced women/ women judicially separated who are not re-married	By 10 years
Candidates having work experience in the Reserve Bank of India	To the extent of no. of years of such experience, subject to a maximum of 3 years.

RBI Office Attendant Recruitment 2021: Selection Process

The selection of the candidates would be done on the basis of their performance in the Online Test (as given below) and Language Proficiency Test (LPT).

- (i) Online test except for the test of General English will be in bilingual, i.e. English and Hindi.
- (ii) There will be negative marking for the wrong answer in the Online Test. 1/4th mark will be deducted for each wrong answer.
- (iii) Candidates will have to pass with a minimum prescribed mark in each subject of the Online Test.
- (iv) LPT will be of Qualifying Nature. The candidates provisionally selected from the Online Test will have to undergo a language proficiency test (LPT). LPT will be conducted in the Official 12/Local Language of the State concerned. Candidate not qualifying LPT shall not be considered for selection.

RBI Office Attendant Recruitment 2021: Application Fees

SC/ST/PwBD/EXS. (Intimation Charges)	Rs. 50/-
OBC/EWS/General candidates (Test fee + Intimation Charges)	Rs. 450/-

RBI Office Attendant Recruitment 2021: Steps to Apply Online

1. Click on the link given below or visit the official website rbi.org.in.
2. Scroll down and click on the “Recruitment Related Advertisement” option in the list.
3. Click on notification reading “**Recruitment for the Office Attendant posts in Reserve Bank of India**”
4. The new candidates are advised to register themselves by clicking on “Click Here For New Registration”.
5. Fill up your details and submit.
6. An Email & SMS is sent to the registered email ID and a Mobile number containing the Registration number and Password.
7. **Log in** with the Registration number and Password and fill in all the important details asked there.
8. Upload scanned copy of recent photograph and signature, left-hand thumb impression, and a handwritten declaration.

RBI Office Attendant Recruitment 2021: Pre-Exam Training

The Bank may arrange combined pre-test training at certain centres for a limited number of SC/ST/OBC/PwBD candidates in consonance with the guidelines issued by the Government of India. Candidates belonging to the above categories who desire to avail themselves of such training may write to the Regional Office of the Reserve Bank of India to whom the candidate is applying.

RBI Office Attendant Recruitment 2021: Job Profile

The job routine of Class IV employees of RBI is quite hectic as they have to follow various responsibilities as mentioned below:

- Keeping all the files in an organised and well-ordered manner.
- Opening and closing of the office.

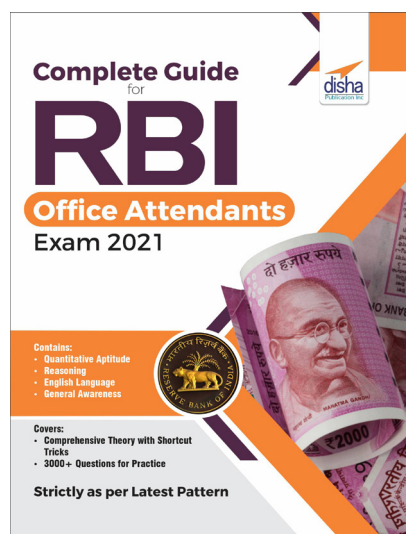
- Carry official documents between various departments of RBI.
- Maintaining entries and exits of the documents and other files.
- Making sure that all the officers have all the basic needs have been kept on their tables.
- Office attendant has to do various works in a day.
- All tasks told by the senior officers and much more.

RBI Office Attendant Recruitment 2021: Salary Structure

Office Attendants will draw a starting basic pay of ₹ 10,940/- per month and other allowances, viz. Dearness Allowance, House Rent Allowance, City Compensatory Allowance, Grade Allowance etc., as admissible from time to time. At present, the initial monthly Gross emoluments for Office Attendants is approximately ₹ 26,508/-. Office Attendants who will not be staying in the accommodation provided by the Bank will be eligible for House Rent Allowance @ 15% of pay.

RBI Office Attendant Recruitment 2021: Exam Pattern

S.No	Name of Test	No. of Questions	Marks	Duration
1	Reasoning	30	30	90 Minutes
2	General English	30	30	
3	General Awareness	30	30	
4	Numerical Ability	30	30	
Total		120	120	



RBI Office Attendant Recruitment 2021: Syllabus

Numerical Ability	Reasoning Ability	General English	General Awareness
Simplification	Alphanumeric Series	Reading Comprehension	Current Affairs:
Profit & Loss	Logical Reasoning	Fill in the blanks	
Mixtures & Alligations	Data Sufficiency	Cloze Test	
Permutation, Combination & Probability	Ranking/Directions/Alphabet Test	Para jumbles	Static Awareness:
Work & Time	Seating Arrangement	Vocabulary	Under this segment, try to cover important dates and days, countries capitals and currencies, Books and Authors, Important National Parks/ Wildlife Sanctuaries/ Dams/ Airports, Awards and Honours, Sports etc.
Sequence & Series	Coded Inequalities	Paragraph Completion	
Simple Interest & Compound Interest & Surds & Indices	Puzzle	Multiple Meaning / Error Spotting	Banking Awareness
Mensuration – Cylinder, Cone, Sphere	Coding-Decoding	Sentence Completion	Union Budget
Time & Distance	Tabulation	Miscellaneous	Economic Survey
Number Systems	Syllogism		Financial Awareness
Data Interpretation	Blood Relations		CM, Governor's name, the Indian banking system
Ratio & Proportion	Input-Output		The nickname of Indian cities, Awards and honors, etc
Percentage			