



ਆਈ. ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਜਲੰਧਰ, ਕਪੂਰਥਲਾ  
I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR, KAPURTHALA  
Office of Corporate Relations & Alumni

Ref. No. IKGPTU/CRA/28.....

Dated March/04/2024

Directors/Principals  
All the University Campuses, Institutes & Colleges  
Affiliated with IKG PTU

Sub: GramPro Business Services Pvt. Ltd. - Joint Campus Online Placement Drive.

Dear Sir/Madam

I K Gujral Punjab Technical University invite students of its campuses & affiliated colleges to participate in GramPro Business Services Pvt. Ltd. - Joint Campus Online Placement Drive as per the below mentioned details:-

Designation : Executive Trainee (Details attached)  
Course/ Stream : Post Graduation (Any stream)  
(Graduation should be regular and no backlogs at the time of interview and joining)  
Age Criteria : Should not exceed 26  
Salary Package : CTC: 4.25 LPA + Incentives (Statutory deductions will be applicable)  
Job Location : PAN India  
Batch Eligible : 2024 passing out  
Selection Process : Online Aptitude Assessment, Group Discussion & Interview

Interested students may register at the below mentioned link:-

[https://docs.google.com/forms/d/1zeWM9hlFabwSrR30gJCvF7lxW3AD9ZKc\\_Gk85DGDZ8/edit](https://docs.google.com/forms/d/1zeWM9hlFabwSrR30gJCvF7lxW3AD9ZKc_Gk85DGDZ8/edit)

You are requested to kindly direct the Training & Placement Officer/Coordinator of your college/campus to share the information with the concerned students. **Last date of online registration is March 10, 2024 before 2359 hrs.**

*Date & Time of the placement drive will be informed later on.*

With profound regards,

  
Er. Navdeepak Sandhu  
Deputy Director (T&P)

***"Propelling Punjab to a prosperous Knowledge Society"***

**I.K. Gujral Punjab Technical University**  
Jalandhar-Kapurthala Highway, Kapurthala -144 603. Phone : 01822-282580, 282549  
**E-mail : placements@ptu.ac.in Website : www.ptu.ac.in**

# oppo**rtune**

From Classroom to Career



We, Grampro Business Services Pvt. Ltd (formerly known as Lahanti Business Services (P) Ltd) (GBS) is one of the group entity of M/s ESAF group of Social Enterprises head quartered at Mannuthy, Thrissur Kerala, India. Out of 16 entities in the group, M/s ESAF Small Finance Bank is the most prestigious.

GBS is a Business Venture established in 2017 with the objective to provide HR, IT, Accounts, Internal Audit and Operational support services to Medium, Small and emerging business enterprises.

Within two years of its launch, GBS has established its presence in offering support services in the areas of HR, IT and Operations. The highlight of our success is the quality service we have rendered to ESAF small Finance Bank and to other companies for over a period of three years. Currently GBS has team strength of 400 employees.

ESAF Small Finance Bank, a Scheduled Commercial Bank, is the 'new-age social bank' aiming to redefine the banking experience to all our stakeholders. We primarily focus on expanding the banking horizon to new unbanked areas, yet we stand as a bank for all with presence in urban, semi urban and rural areas. ESAF Small Finance Bank received an in-principle approval from the Reserve Bank of India (RBI) in Oct 2016 and the Bank started the commencement of business on 10th March 2017. As on 31.03.2023, ESAF Small Finance Bank has 700 banking outlets, 528 ATMs spread across 21 States and 2 Union Territories. Apart from the branches there are 777 Customer Service Centres (CSCs) operated by different Business Correspondents (BCs) to support our business activities. With a client-base of 68.54 lakhs, the bank has total business of Rs 30996.89 crore with the employee strength of 5000+ and has 700+ branches over 21 states and 2 Union territories.

Eligible candidates who aspire to be future industry leaders and possess the right skills and attitude to excel in relationship banking and client handling roles shall apply online in the website [www.grampro.com](http://www.grampro.com) after carefully going through the instructions. We are in lookout for self-motivated individuals, who are passionate about building a career and will help us in building the nation.



## Job Title/Designation: Executive Trainee

### 1. Primary Role:

- Business growth at branches including Liabilities & Assets
- Team Management
- New Clients Acquisition
- Performance and Statutory
- Business Compliance
- Branch Operations

### 2. Scale of Pay and Other Emoluments

Annual CTC: 4.25 lakhs + Incentives (Statutory deductions will be applicable)

### 3. Location

Candidates selected for the post of Executive Trainee Senior Officer (B1 grade) shall be posted in any of the Branches/Offices of the Bank depending upon the administrative requirements.

### 4. Period of Probation and Training

Candidates selected as Executive Trainee Senior Officer (B1 grade) will be on probation for a period of 6 months and training period of 12 months

### 5. Who Can Apply

- Post Graduates in any discipline from a reputed institution.
- Candidates pursuing full-time courses having no backlogs at the time of interview and Joining.
- Candidates shall not exceed 26 years (candidates should be born on or after 01.08.1997) for being eligible to apply for the selection process.
- Candidates specialized in Rural Development /Rural Marketing / Sales & Marketing, with mind set to serve rural population of India & willingness to work in field.

### Note:

- Work experience in Banking, Financial Services and Insurance (BFSI) sector is desirable.
- Graduation course must entail a minimum of 3 years of education after completing higher secondary schooling or Diploma.
- Post-Graduation course must entail a minimum of 2 years of education after completing Graduation.
- The aggregate percentage obtained by the candidate would be ascertained based on the practice followed by the Board / University / Institution. In case of the candidates being awarded Grades / CGPA or any other metrics system, percentage would be based on the equivalence certified by the Board / University / Institution.



- Year wise / semester wise mark sheet for each year / semester in respect of the qualifying examinations from the concerned Board / University / Institution should be made available.
- Minimum aggregate percentage prescribed for the examinations is not allowed to be rounded off. (For example: A candidate who secured an aggregate of 49.99% or grade point equivalence will not be permitted to appear for the selection process as the minimum stipulated aggregate is 50%).
- Candidates should ensure that they are eligible to participate in the selection process as per the eligibility criteria stipulated by the Bank. If at any stage it is found that the candidate is ineligible, his / her candidature is liable to be cancelled at any stage, without notice.
- Bank reserves the right to raise / modify the minimum eligibility standard/ other norms etc. to restrict the number of candidates to be included in the selection process.
- Decision of the Bank in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced at the time of Online Aptitude Assessment, Potential Assessment through Group Discussion / Preliminary Interaction, Document Verification, Personal Interview, Selection etc. and any other matter relating to the selection process will be final and binding on the candidates. No correspondence or personal enquiries will be entertained by the Bank in this regard.

#### **6. Pre-Requisites for Selection:**

- Willingness to work in field/ rural areas anywhere across the country
- Excellent written and Oral Communication Skills.
- Good in Analytical Skills
- Integrity
- Service Oriented
- Target Oriented

#### **7. Selection Rounds**

- Selection rounds for the recruitment process will be Pre-placement talk / Online Aptitude Assessment / Potential Assessment through Group Discussion / Robotic Interview and 2 rounds of Personal Interview with the HRs of the company or any other entity as decided by the Bank (Online/Offline). The mode of the selection process will be depending upon the prevailing situations / number of candidates / discretion of the Bank.
- Every selection round will be an elimination stage.
- The Bank reserves the right to shortlist only the requisite number of candidates in the selection rounds based on the administrative requirements.
- Marks / Ratings secured by the candidates during the selection rounds will be confidential and the same will not be disclosed.
- Decision of the Bank with respect to the qualifying criteria in each selection round will be final and binding on the candidates and the same will not be disclosed.
- Service Level Agreement The selected candidates will be required to execute a Service Level Agreement upon joining the Bank undertaking to serve the Bank for a minimum period of 18 months or to pay the Bank a sum of `50,000/- as cost of training in case the candidate leaves the Bank before



completion of the stipulated minimum service period (Subject to Bank's approval and norms followed).

## 8. General Instructions

- Request for change of date or time for any selection stage/s shall not be entertained unless the reason is found important.
- Candidates who fail to appear in any of the selection round or get disconnected during any of the online selection round owing to technical or other reasons whatsoever, will be permitted to revisit the same or can request for a rescheduled timing for that particular round or selection process on conditional basis.
- For those selection stages which are conducted offline, candidates have to bear the expenses to participate in the same at the stipulated date and time.
- The Bank has right to reject any application/ candidature at any stage without assigning any reason and the decision of the Bank shall be final.
- Candidates applying for the selection process should not have any criminal record.
- Candidates are advised to avoid last minute rush and make use of the time span available for submitting the applications online. Candidates in their own interest are advised to submit online applications well before the last date.
- Bank takes no responsibility for any delay in online registration or communication.
- During the selection process, if a candidate is found guilty of any unfair means at any stage, he /she will be disqualified from the Online Aptitude Assessment / any other selection stage.
- Shortlists and interview updates will be communicated with the TPOs/concerned persons after every level of recruitment.
- Final selected candidate selection detail will be shared to respected TPOs once when offer letter are issued to the candidates.
- Onboarding of the shortlisted candidates will be subject to his / her Credit History including CIBIL / CFR, verification of certificates and completion of all other formalities to the complete satisfaction of the Bank.
- ESAF Small Finance Bank reserves the right to make any changes to the selection process at their discretion.
- No vendor, agency or individual has been authorized to charge any fee for the selection process.
- Any canvassing by or on behalf of the candidates or to bring political or other influence with regard to their selection shall be considered as DISQUALIFICATION.