

**J&K GRAMEEN BANK** Head Office  
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**HUMAN RESOURCE DEVELOPMENT DEPARTMENT**

Ref No : JKGB/HO/HRDD/2023-24/6659

January 15, 2024

**To all candidates provisionally allotted by IBPS to J&K Grameen Bank under CRP RRB – XI (Reserve List Final Phase) and CRP RRB – XII.**

Sir / Madam,

Candidates who have been provisionally allotted to our Bank by IBPS for post of Officer Scale-III and II under CRP RRB-XI Reserve List (Final Phase) and Officer Scale-III, II, I and Office Assistant (Multipurpose) under CRP RRB-XII, shall appear for verification of their credentials at **J&K Grameen Bank, Head Office Near Fruit Complex Narwal Jammu – 180006 w.e.f 23.01.2024 to 25.01.2024 as per date and time provided in Call Letter.** The schedule of candidates is annexed as Annexure-I for ready reference.

Please note that individual call letters have already been dispatched through email. As such all the candidates are advised to visit their registered email for call letter of credential verification. All candidates are advised to bring all the relevant certificates /documents in original and one set of self-attested photocopies thereof strictly as per Call letter.

Further, it shall be mandatory to bring Experience Certificate as per format enclosed as Annexure-II for candidates who have been allotted for posts where prior experience is mandatory i.e. ***Officer Scale-III and Officer Scale-II (General Banking Officer and Specialist Officer)*** from their previous / present employer at the time of credential verification. Experience Certificate shall be issued under signatures of the Designated Authority at the Controlling Office / Head Office level of the respective employer/s clearly stating that the period, post (s) held and nature of duties performed by the candidate. The copies of Appointment Letter, Relieving Letter, Salary Slips etc. will not be accepted in lieu of Experience Certificate. ***The candidature of candidate who fails to submit proper Experience Certificate as per Format shall stand cancelled.***

No individual queries would be attended.

By Order

Sd/-  
HOD, HRDD

**Encls:**

- 1. Annexure-I: Schedule of candidates**

**2. Annexure-II: Experience Format for Officer Scale-III and II.**