



The South Indian Bank Ltd., Regd. Office: Thrissur, Kerala

RECRUITMENT OF OFFICERS FOR LEGAL

The South Indian Bank Ltd., a Premier Scheduled Commercial Bank in India, invites applications from Indian Nationals for various roles in Legal Department

READ THIS NOTIFICATION CAREFULLY BEFORE APPLYING.

Eligible applicants are requested to apply ONLINE through Bank's website www.southindianbank.com No other means/modes of applications will be accepted. Before the registration, applicants are requested to ensure that there is a valid email id in his/her name. Applicants are advised to use Internet Explorer 7 & higher or Mozilla Firefox browsers for the registration of applications.

All future communications in this regard will be notified in our website and to the registered email id given while applying online.

a) IMPORTANT DATES

Online Application - Start Date	18.02.2022
Online Application - End Date	28.02.2022

b) ROLES & SCALE OF APPOINTMENT

ROLE	SCALE OF APPOINTMENT*
Corporate Legal Advisory	Scale III (IBA Package)
Litigation Management	Scale II (IBA Package)
Contracts Management	Scale I (IBA Package)
Legal Officer - General	Scale I (IBA Package)

**However, the scale of appointment will be fixed by the management based on the qualification and experience of the applicant.*

c) PLACE OF POSTING

Thrissur (*Liable for transfer anywhere in India at the sole discretion of the Bank.*)

d) ELIGIBILITY CRITERIA (as on 31.01.2022)

ROLE	WORK EXPERIENCE	AGE	EDUCATIONAL QUALIFICATION
Corporate Legal Advisory	6 years of experience in Banks/FIs/Reputed Law Firms	40 years	LLB under regular course with a minimum score of 60%
Litigation Management	4 years of experience in Banks/FIs/Reputed Law Firms	35 years	
Contracts Management	2 years of experience in IT/ITeS Firms/Law Firms in the similar Field	35 years	
Legal Officer - General	2 years of experience in Banks/FIs/Reputed Law Firms	35 years	

- Candidates who are meeting the requisite eligibility criteria only need to apply.
- Candidate should indicate the percentage marks obtained calculated to nearest two decimals in the Online application. Where CGPA/ OGPA is awarded, the same should be converted into percentage and indicated in the Online Application. If called for Interview the candidate will have to produce a certificate issued by the appropriate authority inter alia stating the norms of the University regarding conversion of grade into percentage and the percentage of marks scored by the candidate in terms of these norms
- If Grade/ CGPA is awarded instead of marks, only candidates securing CGPA/ Grade equivalent to 60% or more may apply. Equivalent percentage should be mentioned at the time of application.
- The Grade Point Average (GPA) to percentage conversion criteria as detailed below may be adopted for converting the GPA/SGPA/CGPA, as the case may be, to percentage in case marks are not directly given in the mark list and no criteria is available from the institution for converting the GPA to percentage. **“Percentage= (GPA*7.1) + 11” (for the scale of 10-point)**
- Those who have scored less than 60% marks will not be eligible for applying. Rounding off to the nearest integer is not allowed. (For e.g. 59.99 % cannot be rounded off to 60 %)
- The percentage of marks shall be arrived by dividing the total marks obtained in all the subjects in all the semester(s)/ year(s) by the total maximum marks in all subjects, irrespective of honours/ optional/ additional optional subject, if any.

e) TERMS OF EMPLOYMENT

Probation Period	1 year
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f) COMPENSATION PACKAGE

Compensation shall be fixed by the management based on the knowledge and experience of the applicant. Will be eligible for Performance Linked Incentives (PLI) based on performance review on the terms and conditions of the Board approved Performance Linked Incentive Scheme for the respective financial years. All other benefits will be as applicable to the Scale in which the applicants are recruited.

g) JOB DESCRIPTION/CORE COMPETENCIES

ROLE	JOB DESCRIPTION/CORE COMPETENCIES
Corporate Legal Advisory	<ul style="list-style-type: none"> • Capable of handling independently legal side of Capital Market transactions (Primary and Secondary Market) - IPO/Follow-on Public Offer/Equity and Debt Instruments/Institutional Investments etc. S/he shall be well versed with SEBI Laws/Rules, SAT Proceedings etc. • Capable of giving legal advice on Commercial Real Estate Space-REITS/Investment Trusts, RERA regulations, Project Funding to Builders and other advisory on Mortgage Backed Corporate loans • Advisory Role on General Corporate Legal matters- Companies Act and Rules, Competition Laws, FEMA and Information Technology Laws/Rules. • Documentation for Wholesale, Syndicate, Consortium and Multiple Banking arrangements. • New Product loan documentation/modifications/update <i>vis-à-vis</i> regulatory changes- Corporate Book • Good liasioning and network skills with external Counsels/Law Firms • Internal Research and update on latest development on the legal and Regulatory landscape, having legal/regulatory ramifications on the Bank. • Trainings / L&D to the Internal Stakeholders. • Ability to work in teams and lead a team.
Litigation Management	<p>To independently strategize and execute litigation vertical , which shall include:</p> <ul style="list-style-type: none"> • Network and liasioning with External Counsels for Civil/Criminal/Consumer Litigation/Dispute. • Vetting of <i>Pleadings/Petitions/Applications/Complaints/Private Complaints</i> et al.. to be filed before the Judicial, Quasi-Judicial Forums/ Police/other law enforcement agencies. S/he shall be well versed with Code of Civil Procedure/Rules, Code of Criminal Procedure/Rules and Consumer Laws. • Developing and managing robust MIS for effective litigation follow ups. • SPOC for Arbitration matters, involving the Bank. • General Legal Advisory role on IBC matters • Trainings / L&D to the Internal Stakeholders • Ability to work in teams and lead team
Contracts Management	<ul style="list-style-type: none"> • Drafting and vetting of Contract arrangement with Various Vendors/Service Providers (SLA, NDA, RFP etc...) • Good knowledge on the Concepts of “Indemnity, Liability, Penalty, Data Privacy/confidentiality” in the context of the Contract arrangement. • Negotiation for Contract closure with Counter Parties and internal Stakeholders. • Lease/Rental/L&L Documentation and its advisory/ies. • Legal Validation of New Product/Service proposals from various Stakeholder Departments.

Legal Officer - General	<ul style="list-style-type: none"> • Extensive knowledge related to Mortgage/Pledge/Hypothecation/lien and Security Perfection. • Experience in clearing title for the Mortgage backed loans. • New Product Documentation -vetting/Preparation/Drafting-Retail, MSME and Agri Vertical • Liaisoning with Counsels engaged in title clearances for Mortgage backed loans. • Liaisoning with Documentation Hubs • Funded and Non-Funded Documentation and other Trade Related documentation • General Legal processing and Advisory role to the Internal Clients • Trainings / L&D to the Internal Stakeholders • Ability to work in teams
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h) MODE OF SELECTION

Initial Shortlisting and Interview

- ✓ Adequate number of shortlisted applicants will be called for Interview.
- ✓ Mere eligibility will not vest any right on the applicant for being called for Interview.
- ✓ Bank reserves the right to make required modifications in selection process considering number of applications for the post and also decide the number of applicants to be called for Interview.
- ✓ In matters regarding eligibility and selection, Bank's decision will be final and **no further correspondence will be entertained.**

i) APPLICATION FEE

Rs.100/- (excluding GST and other applicable charges)
<ul style="list-style-type: none"> • Applicants meeting the stipulated norms only need to apply for the post. • Application fee once remitted will not be refunded in any case.

j) HOW TO APPLY

Applicants can apply online through Bank's website www.southindianbank.com only from **18.02.2022 to 28.02.2022** and no other mode of application will be accepted.

- ✓ Ensure that the applicant fulfils all the eligibility criteria.
- ✓ The applicants are requested to ensure that the information provided in the Online-Application Form is correct before submitting the application form.
- ✓ There will not be any provision to modify the submitted online application. Applicants are requested to take utmost care while filling up the online application.
- ✓ Applicants making multiple registrations will be disqualified.
- ✓ Applicants will have to enter their basic details and upload the photograph, signature and Curriculum Vitae (CV) as per the specifications given below. Copies of the photograph may be retained for use at the time of Interview.

❖ **Guidelines for uploading Photograph:**

- Taken in a studio with White Background
- Colour Code for White Background: R-255, G-255, B-255
- JPEG format (.jpg)
- Width - 378 pixel, Height - 437 pixel
- Resolution – 300 per sq. inch
- File Size – should not exceed 200 KB

❖ **Guidelines for uploading Signature:**

- The applicant should sign on a white paper with black ink pen and upload the same
- Resolution: 110 pixels (height) x 140 pixels (width)
- Ensure that the size of the scanned image is not more than 50kb.

❖ **Guidelines for uploading Curriculum Vitae (CV):**

- The CV should be in PDF format
- Ensure that the size of the file is not more than 1 MB.

❖ **Guidelines for uploading Experience Certificate:**

- The Experience certificates corresponding to all the experience claimed should be uploaded as a single file
- Ensure that the size of the file is not more than 1 MB.

❖ **Guidelines for uploading Educational Certificates:**

- The Educational certificates from Class X till base qualification as per notification should be uploaded as a single file.
- Ensure that the size of the file is not more than 3 MB.

✓ Please note that there will be a system generated User Id (Application Ref. Id) for your registered application. Applicants should create their own password to login and for taking print of the application form. Please note down the User ID (Application Ref. ID) and Password carefully for future references. An e-mail containing details of the registration will be sent to the e-mail Id given by the applicant.

✓ Keep a copy of the application printout for future reference.

Applicants are advised to visit “careers” page in our website www.southindianbank.com for future updates.

Please also note that the physical copy of the Application need not be sent to us.

k) GENERAL CONDITIONS

✓ Before filling in the online application form, the applicant must ensure that he/she fulfils all the eligibility criteria with respect to age, educational qualifications, work experience etc. in respect of the post for which he/she is making the application. The applicants will be called for Interview based on the information provided in the online application form submitted by them. If any of the information furnished by the applicant is found to be incorrect/ false on a later date, the selection / appointment is liable for termination.

- ✓ Applicants are advised to retain two copies of the same photograph which is used in the application for use at the time of Interview.
- ✓ Canvassing in any form will be a disqualification.
- ✓ Applicants will have to appear for Interview on their own.
- ✓ Applicants willing to serve anywhere in India only need to apply.
- ✓ Appointment will also be subject to Medical fitness, satisfactory background verification and completion of other formalities as per the rules and regulations of the Bank from time to time.

NOTE:

The Access to the Bank's website could be delayed towards the closing date for submitting the Online Registration due to heavy Internet Traffic. Hence the applicants are advised to avoid last minute rush and make use of the time span available for submitting the applications online. The Bank does not assume any responsibility for the applicant not being able to submit his/her application due to non-availability of internet or any other reason beyond the control of the Bank.

For queries please contact:

Our Toll Free Customer Care Number **1800-425-1809/ 1800-102-9408** or mail us at **careers@sib.co.in**
