

Chhattisgarh Rajya Gramin Bank Head Office, Raipur

Checklist for New Recruits

Sl. No.	Particular	Check Mark	Remark
1	Candidate's Name		
2	Date of Birth		
3	Copy of PAN Card and Aadhaar Card		
4	Call Letter		
5	Educational Certificates		
6	Domicile Certificate		
7	Caste Certificate (EWS/General/SC/ST/OBC)		
8	Certificate of PC/OC/VI/HI/Ex-Servicemen		
9	02 Character Certificates		
10	District Medical Board Certificate		
11	For Officer - STDR ₹ 70,000/- for 02 years For Office Assistants - STDR ₹ 35,000/- for 01 year		
12	08 Passport Size Photos		
13	Assets & Liability format & Application		
14	Declaration of Marriage/Domicile/Allegiance and Confidentiality/Caste/Not in Service		
15	Resignation Letter from Previous Organization		
16	Experience Certificate		
17	KYE Format, ID and Address Proof		
18	Police Verification		
19	Affidavit		
20	Bank Account Number, Pass-Book Copy		
21	Salary Details/Statement		
22	EPFO/NPS Details/Statement		
23	Company's Name, Registered Address, Contact-Landline Number		
24	Mobile Number		
25	E-mail ID		
26	Others		

Signature of Checking Official

Date

