



# HOW TO APPLY

## Recruitment Process for Bankman

To submit applications online, log on to Bank's website [www.federalbank.co.in](http://www.federalbank.co.in), follow the link 'Careers' and click the link 'Recruitment Process for Bankman'. Download notification and read the eligibility criteria, instructions and other conditions carefully. Click on 'Apply Now' button hosted below the link 'Recruitment Process for Bankman'.

- ▶ Enter your Valid Mobile number, Email ID and set your Password. The Password should contain minimum 8 characters with at least 1 digit, 1 alphabet and 1 special character. This will be your registered Mobile number, Email ID and password throughout the process. Click the SEND OTP button and you will receive two OTPs in your mobile & email. Enter both OTP's in the screen.
- ▶ Enter your Personal, Academic, Experience, References and other details as required. You shall also choose a Notified Branch / Office to be considered as per the eligibility criteria. Candidates must take special care while choosing the Notified Branch / Office during the registration process, as the eligibility pertaining to the Place of Domicile will be ascertained / verified based on the chosen Notified Branch / Office. Candidates shall verify the details entered in the registration portal themselves as no change will be possible / entertained after completing the registration process.
- ▶ Modify details, if required, and Click 'Proceed' only after verifying the details entered by you. Candidates are advised to carefully verify the details filled in the registration portal themselves as no change will be possible / entertained after clicking the 'Proceed' button.
- ▶ Candidates can proceed to upload Photo & Signature as per the required specifications. Kindly ensure that the photograph & signature uploaded by you are correct. Kindly refer the guidelines for Scanning and Upload of Photograph & Signature before uploading the Photograph and Signature.
- ▶ Once the Photograph and Signature are uploaded successfully, click on 'Proceed to Pay' button
- ▶ Payment of Fees
  - Application Fees (₹250 for General / Others and ₹50 for SC / ST category candidates) can only be paid online through the payment gateway, using a Debit Card (RuPay/Visa/MasterCard), Credit Card, UPI or Internet Banking.
  - After submitting your payment information in the registration page, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE PAYMENT.
  - On successful completion of the transaction, an E-Receipt will be generated and sent to the registered email of the candidate. Please note that if the same has not been forwarded, online transaction have not been successful.
  - Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their mobile number, e-mail id, password & OTP's and repeat the process of payment.
  - To ensure the security of your data, please close the browser window once your transaction is completed.
- ▶ A confirmation mail and personal data form (as per the details entered in the registration portal) will be sent to the registered email id of the candidates for information / reference.
- ▶ Once the registration process is completed successfully, candidates shall wait for further instructions regarding the Aptitude Test.

**Note:**

An application once made will not be allowed to be modified / withdrawn and the application fee once paid will NOT BE refunded as per the refund policy on any account nor would be held in reserve for any future Aptitude Test or selection. The application fee shall also NOT BE refunded in case the application is rejected / not considered by Federal Bank.