

WEBSITE NOTIFICATION

Walk-In-Process for recruitment of Assistant Managers for various locations in Bangalore/ Karnataka

1. POST CODE: CL/BGLR/KAR/-Dec- 2017
2. LOCATION: Bangalore & surrounding areas, other places of Karnataka (where RHFL is having Branches)
3. ELIGIBILITY:
 1. Age not exceeding 28 years as on 01-11-2017 (relaxation up to the age of 30 years can be considered based on commensurate, relevant prior experience).
 2. Any Graduate, preferably B Com (necessarily preceded by SSLC (or equivalent) and HSC/ Diploma) with minimum 50% marks from a UGC recognized University. Graduates from Open University will not be considered.
 3. **Minimum 3 years relevant prior experience** (for age not exceeding 28 years) in home finance/accounting/sales/recovery etc. **Additional experience would be required for age relaxation.**
 4. Fluency in Kannada besides English is a must.
 5. Possession of a 2-wheeler and valid driving license will be advantageous.
 6. Early joining will be preferred.
 7. For recruitment in all cadres, candidates (internal-applying for lateral entry / external) having pending disciplinary action against them at the time of applying for the position or having been punished under disciplinary proceedings in last 5 years will not be considered eligible. All appointments are subject to satisfactory reference / background verification.
4. JOB DESCRIPTION:
 - Assist the branch in the day-to-day operations including the sourcing and processing of home loan applications, customer interaction, sanctions/disbursements/recovery etc.
 - Participation in external work like marketing of Company products, verification of customer KYC & other documents, coordination with panel advocates/valuers, inspection of properties, visiting sub-registrar's office, banks etc.
 - Handle accounting and back end/data operations (cash entry, bank entry in the system), documentation etc. independently.
 - Maintenance of the Branch-Administrative work
 - Nature of work will include marketing/recovery activities involving travel as well as other branch work

5. PAY & PERKS:

a) Assistant Manager (on roll):

CTC Per annum starting from Rs. 4.00 lakhs (approx) as per Company Policy. Higher salary can be considered based on prior experience/performance in the recruitment process at the discretion of the Management.

PROBATION: 1 year (extendable based on performance)

HOW TO APPLY/ ATTEND THE INTERVIEW:

Eligible candidates are requested to come for a **WALK-IN INTERVIEW** with all original testimonials and last 3 months pay slip along with 1 set of photocopy of all documents, 2 colour passport size photos, 1 KYC document and 2 sets of duly filled in Bio-data as per enclosed format at the following venue on stipulated date & time:

DATE: 16.12.2017 (Saturday)

TIME: 1pm - 4pm (Candidates must register between 10 am to 12 noon)

VENUE:

Repc Home Finance Limited

744, Seventh Floor, 'A' Wing,

Mittal Tower, M.G.Road,

Bangalore - 560 001

(Mobile : 8884000309 Email-id: ro-bangalore@repcohome.com)

The Company reserves the right to accept / reject any /all applications and keep the all/ some vacancies unfilled without assigning any reason or even abandon the recruitment process. **The Company also reserves the right to either offer Executive (on roll, on Probation) or Trainee (off roll, on contract) position to a candidate as per its own discretion depending on profile, past experience and performance in the selection process etc. No further communication/ correspondence in this regard will be entertained. Bringing external influence will lead to disqualification.**

For eligible internal candidates of Repco Group of institutions, NOC from the Competent Authority has to be obtained before applying for the above position.
