

WEBSITE NOTIFICATION

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

1. POST CODE: AM/BGLR/KAR/-AUG 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 01-09-2017 (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 in UGC from a 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):

Median 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)

- b) However, based on credentials and performance in the selection process, the Company may offer off-roll position (with provision for regularization after stipulated training period) with fixed stipend and also lower cadre (Executive - on-roll, Trainee - Off-roll)

HOW TO APPLY/ ATTEND THE SELECTION PROCESS:

Eligible candidates are requested to come for a **WALK-IN PROCESSS of Selection** 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(s) & time:

DATE: 4 th September 2017 (Monday)
TIME : 1.00 pm - 4.00 pm (Candidates must register between 10 am to 12 noon)
VENUE: Repc Home Finance Limited 109, First Floor, 'A' Wing, Mittal Tower, M G Road, Bangalore - 560 001 Ph: 080 - 41233109/ 044-42106650

The process will include a qualifying written test (objective type) and personal interview. The Company reserves the right to accept/reject any/all applications and keep all/ some vacancies unfilled without assigning any reason or even abandon the recruitment process. No further communication/ correspondence in this regard will be entertained. Bringing external influence will lead to disqualification. Successful candidates will be communicated the result individually.

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