

RECRUITMENT OF RECOVERY OFFICER (MANAGER)
IN TAMIL NADU, KARNATAKA, TELANGANA, ANDHRA PRADESH
REGIONS

POST CODE: REC/TN/KAR/TEL/AP(as applicable) - Nov & Dec' 2016

Position: **Recovery Officer**

Location: To be based at various locations in Tamil Nadu, Karnataka, Telengana, AP (mostly as per the state of domicile) but would involve extensive touring in and around the assigned location.

Eligibility:

1. Age not exceeding 28 years as on 01-11-2016 (relaxation can be considered upto 40 years based on commensurate, relevant prior experience).
2. Any Graduation (10+2+3 format) from a UGC recognized university. Graduates from Open University will not be considered.
3. Minimum 3 years experience in COLLECTION / RECOVERY
4. Should be familiar with credit / legal / technical process involved in home loan sanctions / disbursement, recovery and NPA management/ SARFAESI Proceedings.
5. Fluency in Kannada/Tamil/Malayalam/Telugu (read, write & speak), as applicable, besides English is must. Working knowledge of Hindi would be advantageous.
6. Should be ready to travel extensively and frequently
7. Should possess a two-wheeler with valid driving license
8. Internal candidates can only apply with NOC from the Competent Authority. Acceptance of applications will depend on fulfillment of the eligibility criterion as detailed above.

Job Description

- To coordinate with appropriate Head in Recovery issues
- To execute/ monitor collections and manage effectively the receivables and achieve the targets set for recovery / NPA
- Timely achievement of Recovery targets of all branches under his jurisdiction and prompt reporting.
- Assisting in any other branch work as assigned from time to time
- To ensure prompt and best client service

Key Competencies Required

- Good communication skill - verbal and written
- Negotiation skill
- Interpersonal skill, leadership qualities and team management
- Target orientation

Pay & Perquisites:

For Manager (Band II): CTC starting from Rs. 7.00 lakhs per annum (fixed + variable). Experienced candidate would be compensated suitably as per market norms and Management discretion. Probation period: 1 year.

Depending on suitability, selected candidates can be considered even for Assistant Manager (Band I) scale (starting CTC 3.75 lakhs per annum (fixed + variable)) or even for AM -Trainee or Manager -Trainee position (off roll for 6-12 months with fixed stipend ranging between Rs. 20,000/- p.m. -Rs. 30,000/-plus applicable meal coupon. Trainees are eligible for regularization depending on performance during training period.

HOW TO APPROACH/ ATTEND:

Eligible candidates are requested to come for a **WALK IN INTERVIEW** with all original testimonials along with 1 set of photocopy, 2 colour passport size photos, copy of the driving license and 2 sets of duly filled in Bio-data as per enclosed format at the following venues on stipulated date(s) & time:

A. TAMIL NADU

DATE & TIME: November 26th, 2016 between 10.00 AM to 4.00 PM

VENUE :

Repc Home Finance Limited

3rd Floor, Alexander Square

No.2, Sardar Patel Road,

Guindy, Chennai - 600032

Ph: 044 - 42106650

B. KARNATAKA

DATE & TIME: December 23rd, 2016 between 10.00 AM to 4.00 PM

VENUE :

Repc Home Finance Limited

109, First Floor, 'A' Wing,

Mittal Tower, M.G.Road,

Bangalore - 560 001

Contact No: 080-41233109

C. TELENGANA & ANDHRA PRADESH

DATE & TIME: December 19th, 2016 between 10.00 AM to 4.00 PM

VENUE :

Repc Home Finance Limited

102, 1st Floor, M H R House,

Sanjeeva Reddy Nagar,

Hyderabad 500 038

Contact No: 040-23811146

The Company reserves the right to accept / reject any /all candidature without assigning any reason or even abandon the recruitment process. The Company also reserves the right to offer suitable cadre/emoluments to candidates 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.