

TRAINING & PLACEMENT DEPARTMENT
Placement Drive : Hinduja Housing Finance

Notice
: _____
2019

No.

Date : 11-12-

COMPANY PROFILE SUMMARY

Hinduja Housing Finance was incorporated in April 2015 as a subsidiary of Hinduja Leyland Finance, which is one of the leading NBFCs in vehicle finance. Its coveted parentage ensures Hinduja Housing Finance stands inspired by lofty ideals. Its values stem from its goals of becoming a preferred financier status and a one-stop for home finance needs.

ORGANIZATION : Hinduja Housing Finance Limited
JOB TITLE : Sales Officer
JOB TYPE : Full Time
LOCATION : Jamshedpur
ELIGIBILITY CRITERIA : (B.B.A. / [B.COM](#)) Marketing
SALARY PACKAGE OFFERED : CTC INR Rs. 1,55,932 (Yearly)
PLACEMENT DRIVE DATE : 13th December, 2019

JOB REQUIREMENT

01. Identify sourcing contacts and network with such contacts for referral of leads from the following sources
- a. Officials in the Town Planning office / Panchayat Offices
 - b. Small builders and contractors
 - c. Civil Engineers / Planners / Draftsmen
 - d. Hardware stores, dealers of building and construction materials such as cement, steel, aggregates, sand etc
 - e. Local Masons / petty contractors
 - f. Real estate and land developers
 - g. Real estate brokers

h. Officials in the sub-registrar office etc

02. Propagate our company and the schemes in all commercial , industrial, educational, service establishments and in the market in the location an carryout the following activities
03. Conduct events in the premises of such establishments
04. Distribution of brochures / pamphlets / promotional materials at identified establishments
05. Network with traders association / professional association etc for promoting the brand, get the members list and do promotional campaigns
06. Identify construction projects in the market through open market / direct market sourcing
07. Responsible for transactional sales, Operational, administrative/support activities for achieving the set targets / objectives.
08. Analyzing of business trends and target figures to formulate new strategies
09. Initial screening of the proposal – getting the application from the prospect and screening using the ‘Tab Application’; Communicate ‘in principle’ approval based on the customer selection criteria inbuilt in the ‘Tab Application’
10. Coordinate with the Cluster Manager for proper appraisal of the proposal, complete the pre-sanction documentation, communicate formal approval of the proposal and collect processing fee from the customer
11. Complete post-sanction documentation, coordinate for legal and technical evaluation, complete documentation and registration (including registration of mortgage on the property) and draw up loan disbursement schedule based on progress of construction
12. Coordinate for technical visit to check progress in construction and complete disbursement
13. Collection Follow-up
 - a. for pre-EMI collection during the construction stage until final disbursement
 - b. for first EMI presentation and clearance
 - c. for ECS / ACH bounces and collect the EMI within the same month from the bounce cases every month
 - d. ensure there are no delinquencies in the location where delinquency is defined as over 30 DPD

-

SPECIFIC SKILLS REQUIRED

- Strong presentation skills.
 - Ability to Organize, multitask, and work under pressure
 - Confidence in your own abilities.
 - High degree of self-motivation.
 - Passion for selling.
 - Personal ambition.
 - Resilience and persistence
 - Computer literacy, digital marketing understanding
-

SELECTION PROCESS

- 1. Group Discussion**
- 2. Face to Face Interview**

PROCESS OF REGISTRATION

- E-mail your nomination to placements@arkajainuniversity.ac.in
- Subject line of your E-mail must be mentioned as "RESUME_Hinduja Housing".
- Resume must be in the MS Word format. Resume file name must be student's own name.
- Resumes in any other format(s) will be rejected.
- Submission of resume in prescribed format should be done before 10:00 am, 12th December 2019.

sd/-

HEAD - TRAINING AND PLACEMENT



Reply allReplyForward