# ARKA JAIN UNIVERSITY <u>TRAINING & PLACEMENT DEPARTMENT</u> <u>PLACEMENT DRIVE: BAJAJ CAPITAL Ltd .!!!</u>

**Bajaj Capital** Ltd. **Bajaj Capital** Limited operates as an investment management company. The Company offers wealth management, tax savings, mutual fund, bonds, fixed deposits, pension systems, depository, and financial advisory services. **Bajaj Capital** serves customers in India.

## **PROFILE:** Client Relationship Officer (No Field Job)

## JOB DESCRIPTION :

- To meet incoming venue clients and analyze their financial planning needs.
- To present financial product presentation to clients based on their requirements and suggest the best product and convince client on same.
- To collect policy related documents and cheque from clients and submit same to venue in-charge

• To develop and maintain good relationship with Clients and provide best services after sales i.e. claim settlement etc.

To cross sell financial products to existing customers.

JOB TYPE: Full time

PLACE OF POSTING: Jamshedpur

#### INTERVIEW DATE : 29 January 2020

INTERVIEW VENUE : Atul Auto World , Near Hotel Sagar , New Kalimati Road Near Hotel Sagar Sakchi Jamshedpur .

**INTERVIEW TIME** : 11am to 2pm (reporting time 10:15 am)

DRESS CODE : University Uniform ( With Blazer / Tie and Black Shoes )

#### **SALARY PACKAGE OFFERED:**

Ctc offered Rs 14000 /- p.m plus incentive and others perks

All the employees will be on the payroll of Bajaj capital Financial Services Ltd

## ELIGIBILITY AND CRITERIA: BBA/BCOM/ MBA

## **SELECTION PROCESS ;**

Personal interview

## JOB REQUIREMENTS:

• Very Good command over English and Hindi

## **PROCESS OF REGISTRATION:**

- E MAIL YOUR NOMINATION TO placements@arkajainuniversity.ac.in
- THE SUBJECT LINE OF YOUR MAIL MUST BE MENTIONED AS "BAJAJ CAPITAL".

• RESUME MUST BE IN THE STANDARD FORMAT - MS WORD FILE. RESUME FILE NAME MUST BE STUDENT'S OWN NAME

- RESUMES IN ANY OTHER FORMAT WILL BE REJECTED.
- THE LAST DATE TO SUBMIT RESUME IS 28 January 2020 8 pm .

Sd/-

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**HEAD – TRAINING & PLACEMENTS**