# ARKA JAIN UNIVERSITY

# TRAINING & PLACEMENT DEPARTMENT

# OFF CAMPUS PLACEMENT OPPORTUNITY@TCS BPS

**NOTICE NO.:** AJU/T&P/UG/0048/22-23

**DATE:** 13/03/2023

**NAME OF COMPANY:** Tata Consultancy Services

**NAME OF PAYROLL COMPANY:** Tata Consultancy Services

<div style="border:2px solid black">

## Registrations will close on 14<sup>th</sup> March  2023 @  4:59 pm

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**COMPANY PROFILE:**

Tata Consultancy Services is an Indian multinational information technology services and consulting company with its headquarters in Mumbai. It is a part of the Tata Group and operates in 150 locations across 46 countries. In July 2022, it was reported that TCS had over 600,000 employees worldwide.

**ROLE AND WORK TIMINGS (SHIFT WORKING):**

- **Role:** Back Office Operations (Data Processing) - The job involves data processing transactions
- **Work Timings:** The role involves working in a 24x7 environment which requires working in rotational shifts, including **night shifts**.

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**ELIGIBILITY CRITERIA**

- **Courses & Discipline:**  2023 Year of BA(ENG), B.Com &BBA
- **Course Types:** Only full-time courses will be considered (part-time / correspondence courses will not be considered). Candidates who have completed their Secondary and / or Senior Secondary course from NIOS (National Institute of Open Schooling) are also eligible to apply if the other courses are full-time
- **Highest Qualification:** Candidates should have completed the course in the stipulated course duration (i.e., No extended education – 3 years course should have been completed in the stipulated 3 years' time only)
- **Backlogs:** Only one backlog is permitted for the candidates from the TOP-2023 however all pending backlogs should be completed within the stipulated course duration.
- **Gap / Break in Education:** It is mandatory to declare gaps in education if any in the TCS Application Form.  Overall academic gap should not exceed 24 months until highest qualification. Relevant document proof, as applicable, will be checked for gaps in education
- **Work Experience:** Any experience before graduation or any part-time experience is not required and hence will not be considered relevant for the recruitment process.

- **Age:** Minimum age – 18 years and Maximum age – 28 years

**INTERVIEW DETAILS:**

**Date of Interview – 17<sup>th</sup> March 2023 (Tuesday)**

**Reporting Time – 9:00 AM**

**Venue – Sarla Birla University Campus – Admin Block, Ranchi, Jharkhand – 835103**

**Mandatory Documents to Carry for the Walk-In Drive (Original Documents):**

1. Latest passport size photograph – 1
2. TCS Application Form
3. Resume
4. Original Government Photo ID proof (Aadhar Card / PAN Card / Driving License / Passport / Voter ID) & Original College ID Proof
5. 10<sup>th</sup> Mark sheet and Passing Certificate
6. 12<sup>th</sup> Mark sheet and Passing Certificate
7. Graduation all semester / all year-wise Mark sheets
8. Copy of Vaccination Certificate (Double dose)

**PROCESS OF REGISTRATION:**

**01.** Interested students need to click on both the below link or copy/paste the link on Google Chrome (or any other Web Browser) to fill all their details in the provided Google form and **TCS Application Form** should submit to register successfully.

# https://forms.gle/7P1r8DU4tgP6ATJj6

**TCS Application Form Completion (MANDATORY)**

Registration in TCS NextStep Portal is mandatory to complete the application process under TCS BPS Hiring.
- **Step 1.** Log on to the TCS Next Step Portal **https://nextstep.tcs.com/campus/#/registrationPage**
- **Step 2.** Register and apply for the TCS BPS Hiring process
- **Scenario A:** In case you already have DT ID, kindly log on to TCS Next Step Portal (click **https://nextstep.tcs.com/campus/#/registrationPage**) and complete the application form and submit.

**Scenario B:** If you are a new user, kindly log on to TCS Next Step Portal (click **https://nextstep.tcs.com/campus/#/registrationPage**). Click on 'Register Now', choose category as 'BPS', proceed to fill your details and complete the application form and submit

**02.** Students registered with the T&P Department for placements are only eligible.

**03.** Please note that it is mandatory to submit the above form to nominate successfully.

**04.** The form can be submitted only once, thus please be cautious while filling up the form.

**05.** The Resume File name must be the student's own name.

**06. Registration will be close on 14th March 2023 @ 4:59 PM.**

**07.** One student can Register only once, thus be cautious while registering.

**08.** Please Note: The Registration process will automatically turn off after the provided deadline.

**09.** You are advised to read & understand the disclaimer below before applying for this opportunity.

**10.** For queries you may write a mail to placements@arkajainuniversity.ac.in.

 **Sd/-**

**HEAD – TRAINING & PLACEMENT**