TCS BPS

Back Office Operations (Data Processing)

Job Profile Details

Placement Cycle	**ARKA JAIN University - Placements 2024-25**
Job Location	Kolkata
Date of Visit	NA
Position Type	Full Time
Expected Hires	NA
Sector	NA
CTC	NA
Category	Level 2 - General
Description	COMPANY PROFILE

Tata Consultancy Services (TCS) is an Indian multinational information technology (IT) services and consulting company headquartered in Mumbai, Maharashtra, India with its largest campus located in Chennai, Tamil Nadu, India. As of February 2021, TCS is the largest IT services company in the world by market capitalisation ($200 billion). It is a subsidiary of the Tata Group and operates in 149 locations across 46 countries.

TCS is the second largest Indian company by market capitalisation and is among the most valuable IT services brands worldwide. In 2015, TCS was ranked 64th overall in the Forbes World's Most Innovative Companies ranking, making it both the highest-ranked IT services company and the top company. As of 2018, it is ranked eleventh on the Fortune India 500 list. In April 2018, TCS became the first Indian IT company to reach $100 billion in market capitalisation and second Indian company ever (after Reliance Industries achieved it in 2007) after its market capitalisation stood at 6.793 trillion (equivalent to 7.3 trillion or US$100 billion in 2019) on the Bombay Stock Exchange.

In 20162017, parent company Tata Sons owned 72.05% of TCS and more than 70% of Tata Sons' dividends were generated by TCS. In March 2018, Tata Sons decided to sell stocks of TCS worth $1.25 billion in a bulk deal. As of 15 September 2021, TCS has recorded a market capitalisation of US$200 billion, making it the first Indian IT firm to do so.

OFFICIAL WEBSITE: https://www.tcs.com/

ELIGIBILITY CRITERIA: Full Time Graduates from B. Com, BA, BBA, BSc (Except Maths, Physics, Statistics, Computer

Science, Information Technology) 2025 Year of Passing candidates may apply.

- 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: It is mandatory that the course to be cleared and completed within the stipulated time duration of the course without any backlogs to be eligible for joining in TCS if selected.

- Backlogs & Extended Education:One active backlog at the time of appearing for the TCS selection process is permitted. However, it is mandatory that the course is cleared and completed within the time duration stipulated by the University without any backlogs for a candidate to be eligible to join TCS, if selected. Extended Education will not be considered as eligible.

- Gap / Break in Education: It is mandatory for students to declare gaps in education, if any in TCS Application Form. The overall academic gap should not exceed 24 months until the highest qualification. Relevant document proof, as applicable, will be checked for gaps in education.

- Work Experience: Please note, the role is for Entry Level Requirement. However, prior work experience, if any is required to be mandatorily declared by the candidates in the TCS Application Form.

- Age: Minimum age 18 years and Maximum age 28 years.

Note: Kindly note that TCS have a stringent eligibility criteria and a robust selection process. Your eligibility as per the defined criteria will be checked at various stages of the selection process. At any point of time if you are found ineligible, or data shared by you is found discrepant, your candidature will be disqualified.

Registration on the below link is mandatory to complete the application process under TCS BPS Hiring.

Step 1. Logon to the TCS Next Step Portal (https://nextstep.tcs.com/campus/#/registrationPage)

Step 2. Register and apply for the TCS BPS Hiring process. Click on Register Now, choose category as BPS, proceed to fill your details and submit your application form

Scenario A: In case you already have CT/DT ID, kindly log on to TCS Next Step Portal and complete/update the application form and submit.

Eligible Qualifications :
- *Graduate Freshers only 2023 , 2024 and 2025 Year of Passing in BCOM, BA, BBA, BSc (except Computer*

Science and IT streams) from a recognized university/college

- 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
- *No work experience*
- *Post Graduate candidates & candidates with experience are not allowed*

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.

Documents to Carry for the Drive (Original Documents):

1. Latest passport size photograph 1
2. Printout of your TCS Application Form without which you will not be allowed to sit for the interview.
3. Printout of your latest Resume
4. Original Government Photo ID proof (Aadhar Card / PAN Card / Driving License / Passport / Voter ID) & Original College ID Proof
5. 10th Marksheet and Passing Certificate
6. 12th Marksheet and Passing Certificate
7. Graduation all semester / all year-wise Marksheets
8. Graduation Degree Certificate / Provisional Degree Certificate / Course Completion Certificate

Open for Courses

- **Jain - Arka Jain University Jharkhand**

BBA

1. Marketing
2. Human Resources
3. Business Administration & Management
4. Commerce
5. Entrepreneurship
6. Finance & Financial Management
7. Accounting
8. Banking
9. Digital Marketing
10. Finance
11. Marketing
12. Human Resource

B.Com (Hons.)
1. Accounting
2. Finance & Financial Management
3. Marketing
4. Human Resources
5. Commerce
6. Data Science
7. Finance
8. Marketing
9. Human Resource
10. Finance

BA (Hons.)
1. English
2. English

Eligibility Criteria

B.Com (Hons.)	*All students are eligible*
BBA	*All students are eligible*
BA (Hons.)	*All students are eligible*

Work Experience Criteria	No work experience based criteria defined yet!
Allowed Genders	[Y] Male students [Y] Female students [Y] Other Genders
Backlogs	Students with backlog(s) not allowed

Hiring Workflow

Pre-placement Talk	*No Venue/Time specified*
Online test	*No Venue/Time specified*
HR interview	*No Venue/Time specified*

Additional Info

Logon to the TCS Next Step Portal (https://nextstep.tcs.com/campus/#/registrationPage)