



MARWARI COLLEGE, RANCHI
(AN AUTONOMOUS CONSTITUENT UNIT OF RANCHI UNIVERSITY)
Website : www.marwaricollegeranchi.ac.in E-mail : marwaricollegeranchi@gmail.com, Ph : 0651- 2213545

Memo No./

Date : 31/3/2022

Placement Cell Notice

Mahindra Finance is going to conduct a hiring process for the below mentioned job roles for different locations across Jharkhand.

Job Description For Collection Executive

- To ensure collection as per the contract allocation
- To ensure efficient cash handling and timely deposition of cash & cheques in the branch
- To provide inputs to ACM for all customers
- Ensuring minimal conversions of Soft repayment to field collection

CTC for Freshers- 1.88 Lakh/Annum+Petrol Reimbursements+Incentives

CTC for Experienced- Negotiable

Job Description For Business Executive-

- Handling all retail Proposals referred by dealers
- To achieve a minimum of 15 numbers of business per month
- To Ensure 100 % CD collection in all the last 12 months cases
- Maintaining smooth relationship with all outlets of dealers.

CTC for Freshers - 1.88 Lakh/Annum+Petrol Reimbursements+Incentives

CTC for Experienced- Negotiable

Job Description For Cashier -

- *Creation of Customer code for new cases.
- *Generating Hot enquires for Refinance/PL.
- *Listing in SN.
- *SMS through WEB Module.
- *SFC Collection.
- *All Branch Register Updation in addition Enquiry Register.

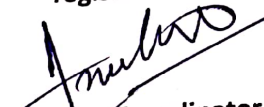
CTC For Cashier - 1.78/Annum


Job Description For Back Office -

- Regularity in doing the PDC work and preparation of CRA.
- Pre-closer working and CSS.
- SOA Checking and get the same rectify if any error exist.
- Maintenance of all registers properly.
- Support the operation in doing follow up for NPA and CRA customer.

CTC For Back Office- 1.88/Annum

Interested passed out UG/PG students of Marwari College are invited to submit their CVs at Marwari College Placement Cell (to office assistant Mrs Rita Singh Madam) from 31st March to 7th April 2022 (except holidays if any) between 11:30am to 1:30pm. (Detail of the hiring process will be shared with registered students.)


Asst. Coordinator
Placement Cell


31/03/22
Convener Cum Prof-in-Charge