

**B.com/BA/BBA/BBA-IB**

The students of **TY B.com/BA/BBA/BBA-IB** are informed that there is opening with **Mphasis** Interested students kindly register their name with the placement cell on or before **8<sup>th</sup> September 2018**

**Job Description:**

- Answering Customer Calls as per training imparted and Standard Call Handling Procedures available
- Making Outbound Calls as per the training imparted and the adhering to the standard call handling procedure
- Recording appropriate notes on the account of all calls made (wherever applicable)
- Adhere to Compliance

**Eligibility criteria:**

- Graduation/Post Graduation Full Time: B.com/BA/BBA/BBA-IB

**Skills:**

- Excellent Communication skills (Written & Verbal)
- Good Analytical, logical and reasoning skills
- Computer Fundamentals
- Good keyboard skills – needs to be able to toggle between many screens with speed and needs to be able to type with speed and accuracy

**Salary:** 1, 80,000 to ₹ 2, 20,000 per annum

**Interview Process:**

1. Online assessment on communication Skills and General Aptitude/Group Discussion
2. HR Round (face to face)
3. Operations Interview (face to face)

**Job Location:**

Pune or Bangalore

**General Information:**

- Applicants should be willing to work in any of the above mentioned job locations
- Candidates would be required to attend the interview process ONLY at the Mphasis defined locations as advised by the Campus Recruitment Team only.
- Willingness to work in night / Rotational shifts
- 5 days working and any 2 consecutive weekly offs
- Self-starter with an ability to work in a team environment.
- Must be able to handle the stress and pressure of SLAs

**Tentative Campus Date: 18<sup>th</sup> September 2018**

**Arjun R. Kale**  
Training & Placement Officer

**Dr. B.B.Waphare**  
Principal