

Student Notice

MCM DAV Placement Cell

TCS Placement Drive for Passed Out students

This is for the information of all the students that TATA Consultancy Services Ltd. (TCS) will be conducting open pool recruitment drive for their new projects in the Business Process Services (BPS) in MCM DAV College for Women Chandigarh for Graduate students on **29th October, 2018**.

Job Profile 1

Role	1. Resolving Customer Queries 2. Tracking and reporting of metrics
Job Location	TCS –Gurgaon/Noida
General Summary	The Associate is responsible for solving customer queries over the phone related to their unit.
Essential Skills	1. Good Communication Skills (Spoken, Written) and interpersonal skills 2. Good analytical & logical reasoning skills 3. Willing to work in 24x7 environment (any shift) 4. Basic computer and systems skills 5. Ability to use various applications in PC (especially MS word, MS excel proficiency is very essential).
Additional Skills	1. Demonstrated approach to problem solving 2. Basic Mathematics and Logical Reasoning Ability 3. Good keyboard skills
Grade / Band	BPO S – Trainee
Qualifications	Eligible: 2017 &2018 Graduates :BCA, BSc – CS & IT, B.Com, BAF, BBI, BFM, BMS BBA/BBM & BA streams Not Eligible: M Com, M Sc, MA, MBA, MCA, BE, B Tech
Stipend	16000 + Rs. 2000 Sustenance allowance (If applicable)

Job Profile 2

Role	Data Processing - Non Voice (Back office operations)
Job Location	TCS –Gurgaon/Noida
General Summary	The Associate is responsible for the daily data processing transactions related to their unit.
Major Job Function	1. Data processing activities 2. Tracking and reporting of metrics
Essential Skills	1. Good Communication Skills (Spoken, Written) and interpersonal skills 2. Good analytical & logical reasoning skills 3. Willing to work in 24x7 environment (any shift) 4. Basic computer and systems skills 5. Ability to use various applications in PC (especially MS word, MS excel proficiency is very essential).
Additional Skills	1. Basic Mathematics and Logical Reasoning Ability 2. Good keyboard skills
Grade / Band	BPO S – Trainee
Qualifications	Eligible: 2017 &2018 Graduates :BCA, BSc – CS & IT, B.Com, BAF, BBI, BFM, BMS BBA/BBM & BA streams Not Eligible: M Com, M Sc, MA, MBA, MCA, BE, B Tech
Stipend	13000 plus Sustenance allowance Rs. 2000 (If the candidate is from different city)