

**WALK IN INTERVIEW FOR ASSISTANT MANAGER/ EXECUTIVE/ TRAINEE FOR
SALES DEPARTMENT AT CORPORATE OFFICE (CHENNAI)**

Post Code: AM/ EXE/ TRN – Corporate Office - Apr 2023

Position: Assistant Manager/ Executive/ Trainee

Location: Corporate Office - Chennai

Eligibility:

1. Age not exceeding 25 years as on 01-04-2023 (relaxation generally up to 30 years can be considered based on commensurate, relevant prior experience).
2. Preference will be given for experience in HFCs/ Banks/ FIs/ NBFCs - Sales in Home Loan.
3. For position of Assistant Manager, minimum 3 years of prior experience is mandatory.

Desired Profile:

1. Any Graduate (necessarily preceded by SSLC (or equivalent) and HSC/ Diploma) with minimum 50% marks from a UGC recognized University. Graduates from Open University will not be considered. Post Graduate in Marketing will be an added advantage.
2. Fluency in English and Tamil (read, write & speak) and any additional language viz, Hindi / Telugu / Kannada would be desirable.
3. Preference will be given to Male Candidate who will join early.
4. For recruitment in all cadres, candidates external applying having pending disciplinary action against them at the time of applying for the position or having been punished under disciplinary proceedings in last 5 years will not be considered eligible. All appointments are subject to satisfactory reference / background verification.
5. Good communication skill & team management skill.
6. Preference on experience in marketing or sales viz. Campaign management, Channel partner's management, direct sales, Digital marketing and all ATL & BTM marketing.
7. No request for transfer would be considered for a period of 3 years.
8. RHFL Internal candidates are not eligible to apply.

Job Description:

1. Data analytical skills, conversant with MS-Excel.
2. Oversee all sales and marketing activities of RHFL, design and implement suitable marketing campaigns including traditional and digital marketing with measurable ROI.
3. Coordinate with all branches of RHFL across geographies for brand building, campaigns, development of business and acquisition of channel partners.
4. Monitoring sales vertical employees and Direct sales trainees in the branch, meet the corporate goal in business by closely interacting and working with them
5. Job involves travelling within and outside state to meet new channel partners, builders and customers.

Key Competencies Required

- Good communication skill - verbal and written
- Negotiation skill
- Team work and time management
- Multitasking ability
- Planning and organizing skill
- Target orientation
- Proficiency in MS - Word.

Pay & Perquisites:

a) Assistant Manager and Executive (on roll)

Monthly Gross Pay including Meal Card starting from Rs.24700/- per month for Assistant Manager Cadre and from Rs.21700/- per month for Executive Cadre + Variable Performance Incentive & Perquisites as per extant policy of the Company. However, experienced candidate would be compensated suitably as per market norms and Management discretion, based on prior experience and performance in the selection process.

PROBATION PERIOD: 1 year (extendable based on performance)

b) Trainee (off roll)

Starting fixed stipend would be Rs.12,500/- per month (variable based on location and previous experience) plus Meal allowance and performance incentive (variable, based on performance). The period of Training will be one year (extendable based on performance) and subject to the following conditions:

- The engagement is purely as a Trainee and it will not entitle the trainee to any permanent employment / regular job in this Company during or after completion of contract period or to any of the benefits/ privileges available to the regular staff members of the Company. It is expected that the trainee would reside near the place of posting so that commuting would not hinder daily activities. During the training period, the trainee may be transferred to any branch within 100 kms from the place of posting, based on business exigencies/training need.
- However, after completion of training, if the performance is found satisfactory, the trainee will be given suitable opportunity for regularization under suitable cadre under the extant rules & regulations of the Company.
- During the period of training if the Company feels that trainee is not capable of continuing the training, the Company may at its discretion terminate the training at any point of time without assigning any reason and without any prior notice.

Others:

The Cadre fitment (Assistant Manager/ Executive/ Trainee) will be done based on credentials of candidate, performance in selection process and prior experience and the decision of the Company will be final and binding.

How to Apply/Attend the Interview:

Eligible candidates are requested to attend a **WALK IN INTERVIEW** with all original testimonials and pay slip for the last 3 months along with 1 set of photocopy of all documents, 2 color passport size photos, 1 KYC document and 2 sets of duly filled in Bio data as per enclosed format at the following venue on stipulated date and time:

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| DATE : | 27-04-2023 (Thursday) |
| TIME : | 10 am - 1 pm (Candidates must register between 10 am to 11 am) |
| VENUE : | Repco Home Finance Limited |
| | 3rd Floor, Alexander Square, New No:2, Sardar Patel road, Guindy, Chennai - 60032 |

The candidates should adhere to all the necessary COVID protocol on the date of the interview.

The Company reserves the right to accept/reject any/all candidates and/ or modify any of the eligibility conditions without assigning any reason or even abandon the recruitment process. The Company also reserves the right to offer suitable cadre/emoluments to candidates as per its own discretion depending on profile, past experience and performance in the selection process etc. No further communication/ correspondence in this regard will be entertained. Bringing external influence will lead to disqualification.

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| For clerical cadre, there will be a screening test - Objective Type with multiple options covering quantitative aptitude, verbal ability, logical reasoning and general awareness about financial sector. The qualifying candidates shall attend the personal interview. |
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For eligible candidates of Repco Group of Companies, NOC from the Competent Authority has to be obtained before applying for the above position.
