Date of Campus Drive 06-02-2018

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| **Profile Offered (Eligible Streams)** |
|          **Finance & Accounting (B.Com/ B.Com+ MBA only) (CTC 1.5 LPA-1.8 LPA)** |
|          **Banking Financial Services and Insurance (Any graduate- Except Technical Graduate) (CTC 1.35 LPA-1.65 LPA)** |
|          **Voice (Customer Services/ Collections) (Any graduate including Technical Graduate) (CTC 1.35 LPA-2.0 LPA)** |
|          **Healthcare Process** (**B.Sc. (Life Science/Zoology/Botany/Biology/Biotech/Bio Medical Science/Micro Biology/Biochemistry), B. Pharmacy/BPT/MPT) – 1.55 LPA onwards basis skill set/experience** |

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| **Finance & Accounting (B.Com only)**-          Should have strong accounting knowledge.-          Able to explain theoretical concepts & accounting principles.-          Should have proficient communication skills-          Open for 24\*7 working Environment. **Banking, Financial Services and Insurance (Any graduate except Tech graduate)**-          Should have Knowledge of Banking, Financial Services and Insurance.-          Data Analysis, Interpretation, Data Review.-          Investigate and make decision.-          Good Analytical skills-          Basic computer skills-          Excel Skills – Basic-          Typing speed – 25 - 30 WPM with 90% accuracy.-          Proficient written English skills (Good grammar and vocabulary)-          Good Communication Skills**Voice (Customer Services/ Collections) (B.Tech/BCA and Any graduate)**-          Should possess basic Technical Support/ Network Troubleshooting. -          Should be Comfortable with Customer Service/ Customer Support.-           Should have excellent communication skills.-          Open for 24\*7 working Environment.**Life Sciences Profile****Key Skills**  -Basic knowledge of medical terminology, clinical diagnoses, impairments & treatments  -Good communication skills (Written & verbal)**Key Responsibilities**     -Claims Processing & Adjudication basis the hospital invoice received and payer specific policies and guidelines  -Analyze the insurance Policy document and make decision on claims eligibility.   -Call Hospital provider and have conversation around the impairment, procedure & diagnosis codes.   -Working in Healthcare process wherein assess claims for Client products.   -Work on the commission reports sent by the client.   |

**As a prerequisite to conduct the Campus Drive request to arrange the following:-**

- Auditorium or Room with LCD / Projector for the pre-placement talk/presentation.

- 2 rooms for the GD/ PIR or a Conference Room

- 3-5 telephone lines preferably handsets for **Voice Assessments to be conducted on a Toll Free Number in a Silent Zone**

 **Request you to provide us the total number of students available as per course.**

**FAQ’s:**

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| **About Genpact**: ·         Presence in 18 countries, with 70 delivery centers.·         68000+ employees and Growing with Robust supply chain of talent·         800+ Clients with 4700+ Processes·         Education @ Work – Management courses from IIM, XLRI, IMT etc. Finance courses like CFA, CPA,   Management Accounting etc. Insurance, software, analytics etc.·         Various online trainings from Harvard Business Publishing.·         Competitive compensation**You can visit**[**www.genpact.com**](http://www.genpact.com/)**for further information.**-          Eligibility – Graduate(Final year students)-          Position offered – Process Associate-          Openings – Multiple opening (Approx. 1000)-          Package/ salary – Compensation totally depends on the profile. However the minimum salary offered  is 10K in hand + incentives + insurance + other benefits PM.-          Place of Job – Delhi NCR/Gurgaon/Noida-          Training period – Depends on the profile, but typically training is for 6-8 weeks for most of the profiles. Post successful completion of training, the candidate should be comfortable with signing service agreement for an year.-          Bond – There is no bond, however, any employee travelling on foreign assignment needs to sign a bond for 2 years as it involves investment from company. The hiring activity will start at 10 AM and will include the mentioned rounds to complete the hiring procedure Round 1 : HRRound 2 : VNA(I-Speak)  **Candidates clearing above mentioned will be given conditional offer letter and can join after completion of course subject to clearance of managerial/business line round at the time of joining****Candidates must possess valid Aadhar Card and PAN Card at the time of joining.**.**Please Note: Objective of this Institute Placement is to provide job opportunities in various cities/ states of India.**  |