

**OFFICE OF THE DEAN STUDENTS WELFARE
UNIVERSITY OF DELHI**

Placement drive on **17.4.2018** for Final year students only at Conference Centre, Opposite Botany Department, North Campus, University of Delhi, Delhi-110007

Schedule

1.	9.30 A.M	Genpact	<p>1. Job Title: Finance & Accounting Job Profile</p> <p>Eligibility: Pursuing Final year of B.Com</p> <p>Should have strong accounting knowledge. Able to explain theoretical concepts & accounting principles. Should have proficient communication skills Open for 24*7 working Environment.</p> <p>Pay Package: CTC 1.5 LPA-1.8 LPA</p> <p>2. Job Title: Banking, Financial Services and Insurance</p> <p>Eligibility: Pursuing Final year of any Graduation</p> <p>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</p> <p>Pay Package: CTC 1.35 LPA-1.65 LPA</p> <p>3. Job Title: Voice (Customer Services/ Collections)</p> <p>Eligibility: Pursuing Final year of any Graduation</p> <p>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.</p>
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2.	10.30 A.M	Ashiana Housing	<p>Pay Package: CTC 1.35 LPA-2.0 LPA</p> <p>4. Job Title: Healthcare Process</p> <p>Eligibility: Pursuing Final year of B.Sc. (Life Science/ Zoology/ Botany/ Biology/Biotech/Bio-MedicalScience/Micro-Biology/Biochemistry),B. Pharmacy/BPT/MPT)</p> <p>Pay Package: 1.35 LPA onwards basis skill set/experience</p> <p>Key Skills Basic knowledge of medical terminology, clinical diagnoses, impairments & treatments Good communication skills (Written & verbal)</p> <p>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.</p> <p>Place of Work: Delhi NCR/Gurgaon/Noida Vacancies:</p> <p>Job Title : Executive Sales Eligibility: Final year Students of Graduation & post graduation, student should be passionate about doing sales Number of Vacancies:20 Pay Package: 2.40 LPA-3 LPA Place of Work: (Gurgaon, Bhiwadi, Jaipur, Jodhpur, Chennai, Jamshedpur, Pune)-we have projects across these locations PAN India, so candidate should be flexible.</p> <p>Job Profile for the position:</p> <ul style="list-style-type: none"> ▪ Follow up on the inquiries generated & conduct the site visits ▪ Generate reference inquiries ▪ Ensure quality entry & follow up of all the inquiries into CRM software ▪ Conduct site visits with corporates and Institutions. ▪ Execute the overall sales process steps like: <ul style="list-style-type: none"> ○ Booking documentation;
3.	11.00 A.M.	Lakshmikumaran and Sridharan Attorneys	

			<ul style="list-style-type: none"> ○ Facilitating the loan process ▪ Managing trial and short stay apartment experience ▪ Organize marketing activities & events ▪ Follow up with customer ensuring timely collection <p>Job Title: Executive-IPR Support/ Paralegal Patent Analyst/ Trainee- IPR Lifesciences Patent Analyst/ Trainee- IPR Engineering</p> <p>Eligibility:</p> <ol style="list-style-type: none"> 1. Patent Analyst, Patent Trainee (IPR Engineering) – Should be a Science Graduate – PhD/M-Tech/B-Tech, MSc/BSc 2. Patent Analyst, Patent Trainee (IPR Life Sciences) - Masters in Chemistry, Biochemistry, Botany, Genetics, Biotechnology or Microbiology. 3. Executive – IPR Support - Graduate from any discipline (BA, B.Com, B.Sc) <p>Number of Vacancies:</p> <ol style="list-style-type: none"> 1. Executive-IPR Support/ Paralegal- 10 2. Patent Analyst/ Trainee- IPR Lifesciences- 5 3. Patent Analyst/ Trainee- IPR Engineering- 7 <p>Pay Package:</p> <ol style="list-style-type: none"> 1. Executive-IPR Support/Paralegal: <u>Rs 1.82 LPA + Performance Bonus + Group Medical Insurance (Upto 2,00,000)</u> 2. Patent Analyst/Trainee- IPR Lifesciences: <u>Rs 2.76 LPA to Rs 3.12 LPA + Performance Bonus+ Group Medical Insurance (Upto 2,00,000)</u> 3. Patent Analyst/Trainee- IPR Engineering: <u>Rs 2.76 LPA to Rs 3.12 LPA + Performance Bonus+ Group Medical Insurance (Upto 2,00,000)</u> <p>Place of Work: Delhi -Safdarjung</p>
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Note: - The candidates registered during 2016-17 only with CPC will be allowed to participate in placement drives. Candidates are advised to bring CPC Identity Card, duly attested by the Principal/Coordinator with college seal, for the entry and at least two copies of CV.

For details visit: - <http://placement.du.ac.in>