14<sup>th</sup>September, 2023

## PLACEMENT NOTICE FOR FINAL YEAR STUDENTS OF B.COM, BMS AND BAF NON IT VACANCIES

'TCS BPS is Hiring candidates from YoP (Year of Passing) 2024 for Arts, Commerce and Science Graduates, completing their course in the year 2024.

Below are the timelines for the Registration and Test.

Recruitment Event	Last date for registration	Date of Test	Mode
'TCS BPS Hiring YOP	20 <sup>th</sup> September 2023	20 <sup>th</sup> October 2023	In-Center (Physical
2024'	(Friday)	(Friday)	Center)

Below is the detailed Eligibility Criteria for the test being conducted on 20<sup>th</sup> October 2023 (Friday).

- Courses & Discipline: 2024 Year of Passing Graduates from Arts, Commerce & Science Streams.
   B. Com, BA, BAF, BBI, BBA, BBM, BMS, BSc (Maths, Physics, Chemistry, Botany, Zoology) from a recognized University / College.
- Course Types: Only full-time courses will be considered (part-time / correspondence courses will
  not be considered). Candidates who have completed their Secondary and / or Senior Secondary
  course from NIOS (National Institute of Open Schooling) are also eligible to apply if the other
  courses are full-time.
- **Highest Qualification**: Candidates should have completed the course in the stipulated course duration (i.e., No extended education 3 years course should have been completed in the stipulated 3 years' time only)
- **Backlogs**: Only one backlog is permitted for the candidates from the 2024 year of passing, however all pending backlogs should be completed within the stipulated course duration.
- **Gap / Break in Education:** It is mandatory to declare gaps in education if any in the TCS Application Form. Overall academic gap should not exceed 24 months until highest qualification. Relevant document proof, as applicable, will be checked for gaps in education.
- Work Experience: As this role is for 'Entry Level Requirement', students are not expected to have any prior experience.
- Age: Minimum age 18 years and Maximum age 28 years

Students must register and fill up the application form on the TCS Nextstep portal (if not done already). The status of the student should be "Application Received". This is important to be included in the test process.

Registration Link: https://on.tcs.com/45M1kvJ

## **Steps to complete the Application Process:**

Step 1: Logon to the TCS Nextstep Portal <a href="https://nextstep.tcs.com/campus/#/">https://nextstep.tcs.com/campus/#/</a>

Step 2: Register and Apply to the Drive

<u>Scenario A:</u> If you are a **registered user under TCS Nextstep Portal, 'BPS' category**, kindly **login** with your TCS Reference ID (DT reference number) and proceed to complete the **Application Form**. Upon submission, kindly click on **'Apply for Drive.'** 

<u>Scenario B:</u> If you are a **new user**, kindly click on **Register Now**, choose category as **'BPS'**, register and create your TCS Reference ID (DT reference number). Login with the TCS Reference ID and submit your **Application Form** and click on **'Apply for Drive.'** 

**Step 3:** Select your mode of test (In-Centre), choose your preferred test Centre, Select two joining locations of your preference, and then click on Apply. Please Note, test Centre once selected cannot be changed.

**Step 4:** To confirm your status, check 'Track Your Application'. The status should reflect as 'Applied for Drive.'

## Job Role Details:

Profile - Back Office Operation Role - Data

CTC offered – 1.7 LPA

**Mode of work** – As per the requirement of the Business Unit.

Job Location – PAN India

**Workdays and Timings** - As per the requirement of the Business Unit.

**JD of the profiles** - The Associate is responsible for the daily data processing transactions related to their unit.

(Vice-Principal)

(I/C Principal)