

ON CAMPUS DRIVE BY ASCENDUM

(Only For MEFGI Students)

COMPANY CAMPUS DRIVE DETAIL	
Company Name	ASCENDUM
Date	24 th January, 2017 at 9:30 AM
Venue	Seminar Hall, PG Building, MEFGI
JOB DESCRIPTION	
Profile	<ol style="list-style-type: none"> 1. Process Associate – Mortgage – Non Voice 2. Customer Support – Hitachi
Salary Package	<ol style="list-style-type: none"> 1. Process Associate – Min 1.8 LPA (Revised based on the performance) 2. Customer Support – 1.44 to 1.68 LPA
Location	Ahmedabad
Selection Process	<ul style="list-style-type: none"> • Online Test • Personal Interview (HR + Technical)
ELIGIBILITY PARAMETERS	
Education Qualification	<ul style="list-style-type: none"> • B.E. (All Branches) 2017 batch • As such no percentage criteria
TO PARTICIPATE	
Registration Process	<p>Interested & Eligible students have to register on below link by 3 pm OF 21st January, 2017</p> <p>Link: https://goo.gl/forms/L29oZaUnAedtc3Ht1</p>
Placement Cell Contact Person	Keyur Desai - 9099040463

NOTE: You will be offered the profile on base of your interview.

ABOUT THE COMPANY:

Ascendum is a global information technology (IT) solutions company that delivers "Technology Inspired Solutions to Business Driven Challenges". Ascendum works with small, medium, and large firms, including many Fortune 1000 companies, to help them solve business challenges. Headquartered in Cincinnati, Ohio, Ascendum has sales and support offices in Dayton, Hamilton, Round Rock (NJ), Shelton (CT), Bangalore (India) and Ahmadabad (India). Ascendum is part of a global IT investment holding company called Vora Ventures group. For more details, visit: www.ascendum.com

JOB DESCRIPTION: PROCESS ASSOCIATE

Key Responsibility Areas:

- Ensure all required documentation is complete, accurate, verified and complies with the checklist and guidelines issued by the client.
- Call & Follow-up with third party vendors for clients on missing documents

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- Review the documents upon receipt & upload to respective loan
- Stays updated with the regular updates from the client and process the files error-free.
- Review the target files in a fixed timeline to match client SLA.
- Communicate with client or any third party via phone/email as and when required.
- Perform any additional task relating to the process assigned by the management.

Skills Required:

- Comprehend English speaking & listening skills
- good with computers and internet
- good logical and analytical skills
- commerce background is preferred

Job Description: HITACHI

Key Responsibility Areas:

- Should possess good communication skills.
- Handle calls for customer.
- Develop strong customer relationships and will be responsible to resolve queries of the customers
- Build customer relationships as part of the sales process when required. (Based on customer enquiry)
- Manage and take ownership of the resolution process for all customer related issues
- Maintain up to date knowledge and assimilates quickly to new promotional offers and programs.
- No targets.

Skills Required:

- Effective reading and writing English communication skills.
- Excellent communication, analytical, listening and organizational skills
- Excellent customer service skills and great enthusiasm for helping customers
- Must have strong internet knowledge (Web browsers, MS office, shortcuts, etc).

Dr. Gaurav Gandhi
Sr. Manager: Placement Cell