



BOB Financial Solutions Limited (BFSL, formerly known as BOBCARDS Ltd.) is a wholly owned subsidiary of Bank of Baroda and a Non-Deposit Accepting Non-Banking Finance Company (NBFC). BFSL was established in the year 1994 to cater to the need of rapidly growing credit card industry in a focused manner. BFSL is one among the pioneers in Indian card market and was the first nonbanking company in India to issue credit cards.

The Company's core business is credit card issuance and consumer lending. It also provides support to Bank of Baroda by carrying out its merchant acquiring operations and its debit cards operation for its overseas territories/ subsidiaries and sponsored RRBs. The Company is aiming to expand within Consumer Credit, Commercial Credit, Retail Credit, Capital Market Lending (loan against securities, IPO financing) and other Financial Services.

Position	Manager – Human Resources
Role & Responsibilities	<p>Key highlights of the role are listed below (purely indicative and not limiting):</p> <ul style="list-style-type: none">• Manager – Human Resources in this will responsible for, Project Management for HR, HR Operations activities, HR Analytics, Automation, Employee Engagement, Strategic HR. <p><u>Automation</u></p> <ul style="list-style-type: none">• Incumbent should have technological mind-set and should be able to envision role of technology and Should understand Automation advantage• Implement automation of HR Process for seamless experience for employees• Identify new trends and implement new best practices in automation <p><u>Project Management</u></p> <ul style="list-style-type: none">• Incumbent should have hands- on experience in HR Projects• Incumbent should be able to strategically envision HR Requirement and formulate a project plan for all HR Projects with timelines• Good Understanding of Process to have end to end project mind-set <p><u>HR Analytics</u></p> <ul style="list-style-type: none">• Incumbent should have analytical mind-set• Design the robust MIS/Dashboards with on time and accurate HR analytics reports.• Good with Numbers and Logic• Understanding of HR Dashboards and MIS's by Management for decision making. <p><u>HR Operations</u></p> <ul style="list-style-type: none">• Effective Management of HR Operations (Pre-Boarding to Off-Boarding)• Responsible for Maintaining of Employee Records and ensure data quality is maintained i.e., Timeliness, Accuracy and Completeness• Competent with HR Manpower Planning, Budgeting



	<ul style="list-style-type: none">• Responsible for HR Compliance & Statutory regulations.• Effective Management of Leave & Attendance process <p>Strategic HR Incumbent should be able to contribute to the organization by Value like Productivity Enrichment, Employer Branding, Organization Culture, Change Management etc.</p>
Job specific skills	<p>Applicants should possess the following attributes:</p> <ul style="list-style-type: none">• Attention to details.• Highly self-motivated, Directed and Change oriented.• Prior work experience in BFSI sector is preferred.• Extensive experience in Project Management, Analytics, Manpower Management.
Educational Qualifications	<ul style="list-style-type: none">• Graduate / Post Graduate/ Professional Qualification.
Minimum Experience	<ul style="list-style-type: none">• Graduate / Post Graduate / Professional Degree with 5+ Years of experience in Human Resources.
Location of Posting	<ul style="list-style-type: none">• Open (Hybrid Work Model) The candidate may be deputed to work with the team(s) within the organization / parent organization / any subsidiary of the parent organization if and as deemed necessary. Candidate is liable to be transferred to any other location in India.
Maximum Age on the last date of application	<ul style="list-style-type: none">• 50 Years as on date of receipt of Application.
Email to be sent to	careers@bobfinancial.com with subject as “ Manager – Human Resources ”
Website	www.bobfinancial.com
Other Terms	<ul style="list-style-type: none">• It may please be noted that company is not bound to call all the applicants for interview. Only shortlisted candidates will be called for selection procedure.• Canvassing, in any form, will result in disqualification of candidature.• In case of any modification in advertisement shall be updated only in Website.• The above recruitment may be scrapped at any stage of recruitment process without assigning any reasons.• Company may conduct background checks/CIBIL check at any stage of process and also call for current compensation detail/qualification documents/past employment proofs for conclusion of recruitment process.
Last Date for application	17th June 2021.