



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 non-banking 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	Assitant Manager – Loan Agaisnt Securities (LAS) – Operations
Role & Responsibilities	<p>Key highlights of the role are listed below (purely indicative and not limiting):</p> <ul style="list-style-type: none">• Responsible for managing end to end opertions of LAS business.• Updating and maintaining LAS system and managed backend operations• Maintain Client Documentation and Legal Agreements• End of the day process in the LAS sytem• Sharing of MIS of various reports like Daily Financing Limits, Loan to Value, Scrip Concentration etc.• Maintain Calendar of Initial Public Offers• Coordinate with Marketing team for online promotion of IPO• Tie up with Book Running Lead Managers as Syndicate Member of the IPO• Tie up with Bankers to the issue for Banking of forms• Coordinate with the Registrar of the Issue for release of ASBA and allotment• Keep track and ensure collection of brokerages and payment to sub brokers / sub agents• Bidding of the IPO Bids on NSE / BSE Platform• Follow up and collection of interest and processing fees• Coordinante with Banks for opening of power of attorney bank account and demat account• Coordinate with Brokers for payin and payout obligation of margin trade finance Clients• Interact with Auditors and comply with the audit requirements

Job specific skills	<p>Applicants should possess the following attributes:</p> <ul style="list-style-type: none"> • Minimum of 3 to 5 years of experience of Operations in a similar role • Good understanding of entire Client onboarding process, eye to detail in screening the application forms and KYC • Good understanding of IT systems • Reasonable understanding of Stock Market and its dynamics • Ability to interact with external stake holders like Registrar, Banks, Book Running Lead Managers • Good interpersonal skills and dealing with other stake holders – Finance, Treasury, Risk and Sales
Educational Qualification	He/ she should hold a Graduation / Professional qualification
Minimum Experience	Should have a minimum of 5 years of experience in banking and financial services specifically within Loan against Securities division.
CTC offered	Compensation will not be a limiting factor for the right candidate and will be discussed on a case by case basis.
Location of posting	<p>Mumbai</p> <p>The candidate may be deputed to work with the team(s) with the organization/ parent organization/ any subsidiary of the parent organization if and as deemed necessary.</p>
Maximum Age on the last date of application	35 Years
Email to be sent to	careers@bobcards.com with subject as “Asst. Manager – Operations (Loan Against Securities)”
Website	www.bobfinancial.com
Contact Number	+91 22 42068547
Last Date for receipt of applications	4th September 2018