

RECRUITMENT OF ASSISTANT MANAGER / MANAGER (LEGAL) FOR CHENNAI, PUNE & HYDERABAD

POST CODE: AM/MGR (LEGAL) CHN/PUN/HYD MAY 2023

Position: ASSISTANT MANAGER / MANAGER (LEGAL)

Location: Chennai, Pune and Hyderabad

Eligibility:

1. Age not exceeding 25 years as on 01-05-2023 (relaxation generally up to 30 years of age can be considered based on commensurate, relevant prior experience)
2. Graduation in Law - 10+2+3+3 or 10+2+5 format from a UGC recognized university. Graduates from Open University will not be considered. Candidate should be holding AIBE certification.
3. Minimum 5 years of post-qualification Institutional/ Practicing experience in banks/ HFCs/ FIs / Reputed Law Firms (for age up to 30 years) in Legal aspects of mortgage lending (Home Loan/ Loan against property/Loans for construction / purchase of commercial property) and recovery mechanism including SARFAESI/ DRT/ DRAT is a must. For further age relaxation, commensurate additional experience would be required.
4. Fluency in respective regional language (read, write & speak) besides English is must.
5. Early joining will be preferred.
6. Should be ready to travel in case of necessity.
7. For recruitment in all cadres, candidates (internal-applying for lateral entry / external) having pending disciplinary action against them at the time of applying for the position or having been punished under disciplinary proceedings in last 5 years will not be considered eligible. All appointments are subject to satisfactory reference / background verification.
8. No requests for transfer would be considered for a period of 3 years.
9. RHFL Internal candidates are not eligible to apply.

Job Description:

- To look after all legal and recovery matters of the Company
- To formulate/vet policies/procedures/ operational guidelines regarding core business of the Company from legal perspective
- To empanel advocates for legal opinion / recovery issues
- To examine / assess the legal opinion given by panel advocate regarding enforceability of title / security
- To ascertain the flow of title to ensure validity of the same
- To handle SARFAESI cases for recovery of dues
- To attend DRT, DRAT, Consumer Forum & High Court Cases
- To guide the company in all legal matters/ litigation

Key Competencies Required

- Good domain knowledge
- Good communication skill – verbal and written
- Negotiation skill
- Interpersonal skill and team work
- Target orientation

Pay & Perquisites:

a) Manager (on roll)

Monthly Gross Pay including Meal Card starting from Rs.48000/- per month for Manager + Variable Performance Incentive & Perquisites as per extant policy of the Company. However, experienced candidate would be compensated suitably as per market norms and Management discretion, based on prior experience and performance in the selection process.

b) Assistant Manager (on roll)

Monthly Gross Pay including Meal Card starting from Rs.24700/- per month for Assistant Manager Cadre + Variable Performance Incentive & Perquisites as per extant policy of the Company. However, experienced candidate would be compensated suitably as per market norms and Management discretion, based on prior experience and performance in the selection process.

PROBATION PERIOD: 1 year (extendable based on performance)

How to Apply:

Eligible candidates are requested to attend a **WALK IN INTERVIEW** with all original testimonials and pay slip for the last 3 months along with 1 set of photocopy of all documents, 2 color passport size photos, 1 KYC document and 2 sets of duly filled in Bio data as per enclosed format at the following venue on stipulated date and time:

DATE : 29-05-2023 (Monday)

TIME : 10 am - 1 pm (Candidates must register between 10 am to 11 am)

VENUE : Repco Home Finance Limited

3rd Floor, Alexander Square, New No:2, Sardar patel road, Guindy, Chennai – 60032

DATE : 01-06-2023 (Thursday)

TIME : 10 am - 1 pm (Candidates must register between 10 am to 11 am)

VENUE : Repco Home Finance Limited

Varun Capital, office no: 202, 2nd floor, CTS no-364+365/13 oft. JM Road, Near Pashankal Auto, Beside City Hotel, Shivaji Nagar, Pune -411005.

DATE : 05-06-2023 (Monday)
TIME : 10 am - 1 pm (Candidates must register between 10 am to 11 am)
VENUE : Repco Home Finance Limited
9-1-87 & 9-1-119/1, Unit No. 9, 04th Floor, Eden Amsri Square, St. Johns Road, Near
Sangeeth Cross Road, Secunderabad - 500 003

The Company reserves the right to accept/reject any/all candidates and/ or modify any of the eligibility conditions without assigning any reason or even abandon the recruitment process. The Company also reserves the right to offer suitable cadre/emoluments to candidates as per its own discretion depending on profile, past experience and performance in the selection process etc. No further communication/ correspondence in this regard will be entertained from the candidates. Bringing external influence will lead to disqualification. Company's decision in this regard shall be final and binding.

Selection Process:

- **Screening Test** - For clerical cadre, there will be a screening test - Objective Type with multiple options covering Quantitative Aptitude, Verbal Ability, Logical Reasoning and General Awareness about financial sector.
- **Interview** - The candidates who qualify in the test shall attend the personal interview on the same day.

For eligible candidates of Repco Group of institutions (other than RHFL), NOC from the Competent Authority has to be obtained before applying for the above position.
