

RECRUITMENT OF SERVICE ENGINEERS FOR RHFL CORPORATE OFFICE, CHENNAI

POST CODE : Service Engineers - Chennai - JAN 2023
POSITION : **Trainee (off Roll)**
LOCATION : **Chennai**

Profile:

Experience in Monitoring and Maintaining computer system and networks.

Eligibility and other terms and conditions:

- Age preferably not more than 30 years (as on 01-01-2023)
- Candidate shall preferably possess any Graduation /Diploma and well versed with Hardware and software maintenance.
- Proficiency in English and Tamil (speaking & understanding) is must.
- 3 years' of experience in the related field service management is desirable.
- All appointments are subject to satisfactory reference / background verification.
- Candidates terminated by any previous employers are not eligible to apply.
- Location change request will not be entertained.
- The position will always remain Off-Roll.
- Selected candidates would be required to join within 15 days.

Job Description:

- Installing and configuring computer hardware, software, systems, networks, printers, and scanners.
- Providing technical support across the company (this may be in person or over the phone).
- Repairing and replacing equipment as necessary.
- Any other office routines/administrative works as assigned from time to time.

- Coordinating with branch and AMC issues.

Key Competencies Required:

- Mechanical skills.
- Clear communication with team members and branches.
- Knowledge of computer software and hardware.
- Problem-solving abilities and analytical thinking\Organizational skills and tasks management.
- Attention to detail.

Appointment & Stipend:

- Selected candidate shall be appointed on contractual basis as Trainee (off roll) for 1 Year and shall be paid a stipend of Rs.15000/- per month. No other benefits eligible.
- Annual renewal - Renewal of contract at the end of 1 Year of service, subject to performance appraisal with reasonable hike in stipend as decided by the appropriate Authority.
- The engagement is purely as a Trainee (Off-roll) and it will not entitle the trainee to any permanent employment / regular job in this Company during or after completion of contract period or to any of the benefits/ privileges available to the regular staff members of the Company. It is expected that the trainee would reside near the place of posting so that commuting would not hinder daily activities.
- The appointment will be on a contractual basis, subject to renewal every year based on performance. However, the Company may at its discretion to terminate the contract at any point of time without assigning any reason and without any prior notice.

How to Apply/Attend the Interview:

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 : 21-01-2023 (Saturday)
TIME : 10 am - 4 pm (Candidates must register between 10 am to 12 noon)
VENUE : Repco Home Finance Limited 3rd Floor, Alexander Square, New No 2, Sardar patel road, Guindy, Chennai - 60032

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.

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