Chandigarh Group of Colleges, Landran takes this opportunity to invite students from your institute to a joint campus placement drive going to be held by Royal Bank of Scotland for BA/B.com/BBA/B.Sc/MBA/PGDM (Fin, MKtg) students of 2012 passing out batch. The details are as follows:

**About the Company:**

The Royal Bank of Scotland is one of the retail banking subsidiaries of the The Royal Bank of Scotland Group plc, and together with NatWest and Ulster Bank, provides branch banking facilities throughout the British Isles. The Royal Bank of Scotland has around 700 branches, mainly in Scotland though there are branches in many larger towns and cities throughout England and Wales. The Royal Bank of Scotland and its parent, The Royal Bank of Scotland Group, are completely separate from the fellow Edinburgh based bank, the Bank of Scotland, which pre-dates The Royal Bank of Scotland by 32 years (www.rbs.in)

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Royal Bank of Scotland</th>
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<tbody>
<tr>
<td>Venue</td>
<td>Chandigarh Group of Colleges Landran, Mohali</td>
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<td>Date of Event</td>
<td>5th May 2012</td>
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<tr>
<td>Streams Eligible</td>
<td>BA/B.com/BBA/B.Sc/MBA/PGDM (Finanace,Marketing)</td>
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| Eligibility Criteria | 1. 50% throughout  
2. Good Communication skills  
3. Knowledge of MS Office  
4. Willing to work in shifts |
| Batch              | 2012 |
| Position           | 1. Trainee (BA, B.Com, BBA, BSc)  
2. Officer- MBA/PGDM (Finance,Marketing) |

**Job Profile**

**Job Description for BA/B.com/BBA/B.Sc**
- Timely, accurate and efficient processing of financial transactions without compromising on controls.
- Maintain high Productivity Levels at all times.
- Ensure proper and adequate implementation of procedures (error rates, complaints, losses, recurring issues in Process Adherence Checklists, Audit Rating etc.).
- Ensure all Process related controls are in place.
- Adherence to the Compliance guidelines laid by the Group.

**Job Description for MBA (Fin and MKtg)**
- Respond to queries in a timely manner and manage escalations effectively
- Maintain accurate record of all referrals made and ensure regular follow up for referral decision
- Timely, accurate and efficient processing of financial transactions without compromising on controls.
• Maintain high Productivity Levels at all times.
• Ensure proper and adequate implementation of procedures (error rates, complaints, losses, recurring issues in Process Adherence Checklists, Audit Rating etc.).
• Investigate all the alerts received in the client screening application as per the SOP and within agreed cut-off times.
• Maintain accurate and appropriate documentation for alerts processed.
• Bringing to the notice of the Team Leader any procedural conflicts and system issues / incidents.
• Support additional projects / initiatives implemented within the unit.

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<tr>
<th>Job Location</th>
<th>Gurgaon/New Delhi</th>
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| Package          | 1.65 Lac for (BA, BCOM, BBA, BSc)  
|                  | 2.28 Lac for (MBA/PGDM (Finance, Marketing) |
| Process          | GD, Online Aptitude Test, Business Round |

For queries please feel free to call us at 97819-25274, 0172-3984241

Thanks and regards

Amandeep Singh  
Head-Training & Placements  
Chandigarh Group of Colleges,  
Landran (Kharar-Banur Road) Mohali