

JD Format

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.

Position	Senior Officer/Officer – Card Operation
Role & Responsibilities	<p>Key highlights of the role are listed below (purely indicative and not limiting):</p> <p>This position would include the mentioned set of responsibilities but not limited to:</p> <ol style="list-style-type: none"> 1) Pre-Screening alerts monitoring <ul style="list-style-type: none"> • Reviewing of alerts resulted due to Pre- Screening (onboarding of customers) & decision to be made to approve or reject the Applications • PEP alerts to be reviewed & actioned appropriately • GOS to be prepared for prospect cases (negative list / sanction list customers approaching entity for credit card application) 2) Name Screening alerts monitoring <ul style="list-style-type: none"> • Reviewing of alerts resulted due to quarterly name scrubbing through Lexis Nexis and decision to be taken if not suspicious or suspicious • PEP alerts to be reviewed & actioned appropriately • GOS to be prepared for Suspicious cases 3) Transaction Monitoring <ul style="list-style-type: none"> • Comprehensive review of AML alerts which would include review of customer profile, transaction pattern, statement analysis to identify potential money laundering activities during transaction monitoring • This job will also include taking such cases to logical closure or escalate where ever appropriate recommending to file STR in case of suspicion • Drafting / Reviewing of STR in identified cases • Filing of STR to FIU-IND within TAT

	<p>4) CKYC updates / modifications</p> <ul style="list-style-type: none"> • Cases received for Re-KYC & Address updation to be uploaded in CKYC Portal as regulatory requirement on daily basis • Details and documents to be updated and uploaded respectively by staff
Job specific skills	<p>Applicants should possess the following attributes:</p> <ul style="list-style-type: none"> • Collaborative and a team player & should be fast learner • Should be well versed with PEP , Sanction , Negative news identified customers review • Knowledge of Transaction Monitoring & STR filing will be an added advantage • Should possess good analytical skill • Should be very good in data entry & should have excel knowledge
Educational Qualifications	<ul style="list-style-type: none"> • Graduate (any stream)
Minimum Experience	<ul style="list-style-type: none"> • 1 year
Location of posting	<ul style="list-style-type: none"> • Mumbai
Maximum Age on the last date of application	<ul style="list-style-type: none"> • 45 years
Email to be sent to	<p>careers@bobfinancial.com with subject as “Senior Officer/Officer – Card Operation”</p>
Website	<p>www.bobfinancial.com</p>
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	<p>23rd March 2023</p>

