

KATWA COLLEGE

(Affiliated to the UNIVERSITY OF BURDWAN)



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Date:- 10/05/2024

NOTICE

This is to notify that TCS will be conducting a Mega Walk-In Drive for **Graduate Freshers of 2022 and 2023 Year of Passing – BA, BBA, B.Com, BSC (except IT & CS)** to join TCS BPS. TCS will be conducting the Walk-In BPS Drive at **TCS Gitanjali Park Office, Kolkata**. Eligible and interested students are instructed to participate in this drive to explore career opportunities with TCS. This would be a **single day process**. To facilitate better understanding of this process, a few pointers have been mentioned below.

Walk-In Date: -21st May – 2024 (Tuesday)
Venue: TCS Gitanjali Park, K Block Ground Floor Interview Area, New Town, Kolkata – 700156, West Bengal (Gate 1/2)
Reporting Time: 9:30 AM
Original Documents to be carried by the candidate:
<ul style="list-style-type: none">· Latest passport size photograph – 3· TCS Application Form· Resume· Original Government Photo ID proof (Aadhar Card / PAN Card / Driving License / Passport / Voter ID)· Original College ID Proof· 10th Marksheet and Passing Certificate· 12th Marksheet and Passing Certificate· Graduation all semester / all year-wise Marksheets

Registration process for the candidates is mandatory. Step by step guide is given below for candidates:

- 1) Log on to the TCS Next Step Portal <https://nextstep.tcs.com/campus/#/registrationPage>
- 2) If you are a new user, kindly log on to TCS Next Step Portal > (click <https://nextstep.tcs.com/campus/#/registrationPage>). Click on 'Register Now', choose

category as 'BPS', proceed to fill your details and Complete the Application Form and Submit

In case you already have DT ID, kindly log on to TCS Next Step Portal > ([click https://nextstep.tcs.com/campus/#/registrationPage](https://nextstep.tcs.com/campus/#/registrationPage)) and Complete the Application Form and Submit.

3) You are required to fill in the Application form entirely. (*i.e.* all four sections in your application form must be complete and you must be able to download your application form)

4) Once the application form is complete you are required to submit your final details to your TPO / Placement Team in the asked format. (mentioned below)

CT/DT Reference Id	Name	E-mail Address	Mobile Number	Pursuing Course / Highest Qualification	College Name	Year of Passing out

To facilitate this drive, interested candidates must have to send the above details in this format by **14th May, 2024 (Tuesday)**.

5) Attend the Walk-In Drive at TCS Gitanjali Park with your required set of documents on the 21st of May- 9.30 A.M.

Job descriptions are as follows:

- **Role:** Back Office Operations (Data Processing) - The job involves data processing transactions
- **Work Timings:** The role involves working in a 24x7 environment which requires working in rotational shifts, including night shifts.

Eligibility Criteria

- **Highest Qualification Courses & Discipline:** 2022 & 2023 Year of Passing – **BCom, BA, BSc (Except IT & CS), BBA, BBM, BMS, BAF, BBI** from a recognized university / college from a recognized university / college.
- **Course Types:** Only full-time courses will be considered (part-time / correspondence courses will not be considered). Candidates who have completed their Secondary and / or Senior Secondary course from NIOS (National Institute of Open Schooling) are also eligible to apply if the other courses are full-time

• **Highest Qualification:** Candidates should have completed the course in the stipulated course duration (i.e., No extended education – **3 years course** should have been completed in the stipulated 3 years' time only)

• **Backlogs:** Only **1** backlog is permitted for the candidates from the YOP-2023 however all pending backlogs should be completed within the stipulated course duration, and **ZERO** backlog for YOP-2022.

• **Gap / Break in Education:** It is mandatory to declare gaps in education if any in the TCS Application Form. Overall academic gap should not exceed 24 months until highest qualification. Relevant document proof, as applicable, will be checked for gaps in education.

• **Work Experience:** Any experience before graduation or any part-time experience is not required and hence will not be considered relevant for the recruitment process.

• **Age:** Minimum age – 18 years and Maximum age – 28 years

This is further notified that full time post-graduates and candidates with full time work experience are not eligible for this Drive. Eligibility criteria will be checked at multiple stages during the selection process. If discrepancies are found at any stage, this will lead to disqualification of the candidature.

Srnaji

Siddhartha Maji

Convener,

Career Counseling Cell, Katwa College

N Sarkar

Dr. Nirmalendu Sarkar

Principal, Katwa College

Principal
KATWA COLLEGE

