



COUNSELLING SESSION FOR STATE STREET HCL SERVICES

**For Commerce & Economics (UG & PG) and BBA, MBA-FM
(2022 Final Year Batch)**

**28th May, 2022 (Saturday) at 4.00 pm
(In Online Mode)**

**Coordinated by
Career Development Cell**

**GANGADHAR MEHER UNIVERSITY
AMRUTA VIHAR, SAMBALPUR, ODISHA**



OFFICE OF THE CAREER DEVELOPMENT CELL (CDC) GANGADHAR MEHER UNIVERSITY

Amruta Vihar, Sambalpur – 768004, Odisha, India

Prof. Susanta Kumar Das

Coordinator, Career Development Cell (CDC)

https://www.gmuniversity.ac.in/images/faculty_doc/profile_1604355256.pdf

Date: 26.05.2022

NOTICE

Dear Students,

Greetings of the day. It is my pleasure to inform you that this is the second round call for **State Street HCL Services** and it invites application from **2022 batch (UG/PG Commerce & Economics, BBA, MBA-FM)** for the post of **Analyst**. Interested students please register yourself by clicking the below given link:

<https://forms.gle/iUFqqBfUtss57Xi67>

Registration deadline: 29th May 2022, 5 pm

Eligibility Criteria: UG/PG (Commerce & Economics), BBA, MBA-FM

Passing Year: 2022

Application invited for the role: Analyst

Please Note:

1. Join the organization after a detailed background search of the company/job profile. If required, ask the HR persons of the company during the interview/before joining.
2. As the Coordinators we are just making the coordination between company and students. We are not representing any company.
3. All the selected students should definitely send/forward the softcopy of appointment letter to placement@gmuniversity.ac.in within 7 days of receiving it from the company for the office record of Career Development Cell (CDC) of GMU.
4. Once you are joining a company, do not leave it within a very short time. By doing so very often the CDC is finding difficulty to place the more needy students of other batches in that company.
5. Before leaving any company try your best to give the best service so they will ever remember you cheerfully/gracefully.
6. Other details are mentioned in Annexure-I.

Susanta Kumar Das

**Coordinator, CDC &
Team, GMU, SBP.**

ANNEXURE-I

Attached is the job description for your reference.

CTC	2.40 LPA
Eligible Candidates	Fresher's (2022 batch) in B.Com, BBA, BA (Economics), BBM, M.Com, MBA (Finance), MA (Economics), MIB
Work Location	Pune
Shift Timings	Flexible to work in shifts (Night Shift)

Analyst for SSB

Function:	Responsible for tasks associated with Capital Markets / Fund Administration / Finance & Accounting deliverables.
Role:	Analyst
Job location	Pune
Reports to:	Team Lead
Desired Candidate Profile: <ul style="list-style-type: none">• Should have good knowledge of Accounting, Capital Markets, Mutual fund industry, servicing of institutional assets (funds) and the various intermediaries.• Knowledge of instruments like Mutual Funds, Equities, Bonds, Derivatives, FX, Bank Debts, etc.• Highly proficient in MS office – Excel, Word, Outlook• Should be ready to relocate to Pune and work in night shift	
Key Responsibilities / Functions / Role: <ul style="list-style-type: none">• Work with and assist other associates in meeting common goals• Partner with TLs, managers, and support teams to deliver accurate and timely financial information to clients.• Analyse unique and recurring situations, come up with solutions and continuously improve processes, all with limited management interaction• Develop expertise with few repetitions• Update and follow existing tracking mechanism, log the errors and ensure timely correction of faults so that the recon process adhere to the specified timelines• Should be willing to work in shifts	
Education <ul style="list-style-type: none">• Fresher's(2022 Batch) in B. Com, BBA, BA (Economics), BBM, M.Com, MBA(Finance), MA (Economics),MIB	
Skills: <ul style="list-style-type: none">• Good interpersonal and communication skills – Written and Verbal• Ability to work in a deadline oriented group with peak period workflow• Highly proficient in MS office – Excel, Word, Outlook	

Please Note: There is a **Counseling Session on 28th May 2022, at 4 pm** (online mode)