KHARAGPUR COLLEGE
Career Counseling, Training and Placement Cell
NOTICE
Date: 10.11.2023

This is to inform that TCS will be hiring 2022 and 2023 Year of Passing – B.Com, BA, BSc (except IT/CS) to join TCS BPS. They will be conducting a Walk-In BPS Drive at TCS Gitanjali Park Office, Kolkata. They are very happy to extend a warm invitation to all eligible and interested students of Kharagpur College to participate in this drive to explore career opportunities with TCS. So interested eligible students are advised to send their details by filling the google form within 12.11.2023.

https://docs.google.com/forms/d/e/1FAIpQLScL_CVxB6V2rW7TBvhXgMrzbzskO99vuqDFPYCmxWZUgFsQIQ/viewform?usp=pp_url

Sd/-	Sd/-
Convener	Principal
Career Counseling, Training and Placement Cell	Kharagpur College

Additional Information:

**Registration Process for the Candidates - MANDATORY
(If registration and application form has been submitted already in the TCS Next Step portal for recent past drives, you can move to step 3 directly)

Step 1. Log on to the TCS Next Step Portal https://nextstep.tcs.com/campus/#/registrationPage

Step 2. Register and apply for the **TCS BPS** Hiring process and generate your **13 digit TCS Reference ID (CT/DT Number)**

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

Scenario B: 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

Step 3. Submit your final details to your TPO / Placement Team in the asked format

Role and Work Timings (Shift Working):

• **Role**: Back Office Operations and Support Services to various domains of TCS. *i.e.; Data Processing, Chat Process, Voice Process, Customer Services, Fraud Monitoring, etc*.

• **Good communication skills is mandatory**

• **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 and 2023 Year of Passing **– B.Com / BBA & BA, BSc (Except IT & CS)** 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:** ZERO backlog at present.

• **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

**Mandatory Documents to Carry for the Walk-In Drive (Original Documents):

1.   Latest passport size photograph – 3

2.   TCS Application Form

3.   Resume

4.   Original Government Photo ID proof (Aadhar Card / PAN Card / Driving License / Passport / Voter ID)

5.   Original College ID Proof

6.   10th Marksheet and Passing Certificate

7.   12th Marksheet and Passing Certificate

8.   Graduation all semester / all year-wise Marksheets

9.   Graduation degree certificate / Provisional degree certificate / Course completion bonafide letter

10.   Post-Graduation all semester / all year Marksheets (If applicable)

11.   Post-Graduation degree certificate / Provisional degree certificate / Course completion bonafide letter