

BOB Financial Solutions Limited 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. It also provides support to Bank of Baroda by carrying out its merchant acquiring operations.

Position	Manager – Human Resources (Employee Lifecycle Management)
Role & Responsibilities	<p>Key highlights of the role are listed below (purely indicative and not limiting): Role holder will be responsible for HRMS, HR Automation, Employee Lifecycle Management, Off roll Vendor Management, HR Analytics, RnR Schemes, Strategic HR.</p> <p><u>HRMS</u></p> <ul style="list-style-type: none"> • Incumbent should have hands on exposure in use and streamlining HRMS system and related processes. <p><u>HR Automation</u></p> <ul style="list-style-type: none"> • Incumbent should have technological mind-set and should be able to envision role of technology and Should understand Automation advantage • Implement automation of HR Process for seamless experience for employees • Identify new trends and implement new best practices in automation <p><u>Employee Life Cycle Management</u></p> <ul style="list-style-type: none"> • Effective management of employee lifecycle (pre-boarding to off boarding). • Responsible for maintaining employee records and ensure data quality i.e. timeliness availability, accuracy and completeness. • On time and accurate delivery of HR Analytical reports. • Automating and digitizing the HR processes <p><u>Vendor Management</u></p> <ul style="list-style-type: none"> • Effective management of BGV for employees. • Management of employee benefits like Term Life, GPA, Medclaim. • Periodic review of vendors to assess the performance level and improve the service levels <p><u>HR Analytics</u></p> <ul style="list-style-type: none"> • Incumbent should have analytical mind-set • Design the robust MIS/Dashboards with on time and accurate HR analytics reports. • Good with Numbers and Logic • Understanding of HR Dashboards and MIS's by Management for decision making. <p><u>R&R</u></p> <ul style="list-style-type: none"> • Lead the formulation of reward & recognition strategies aligned to Organisation business needs and develop and manage related policy and procedures and systems.

Job specific skills	<p>Applicants should possess the following attributes:</p> <ul style="list-style-type: none"> • Attention to details. • Highly self-motivated, Directed and Change oriented. • Prior work experience in BFSI sector is preferred. • Extensive experience in Project Management, Analytics, Manpower Management.
Educational Qualifications	<ul style="list-style-type: none"> • Graduate / Post Graduate/ Professional Qualification.
Minimum Experience	<ul style="list-style-type: none"> • Graduate / Post Graduate / Professional Degree with 5+ Years of experience in Human Resources.
Maximum Age on the last date of application	<ul style="list-style-type: none"> • 50 Years.
Email to be sent to	careers@bobfinancial.com with subject as “ Manager – Human Resources (Employee Lifecycle Management) ”
Website	www.bobfinancial.com
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	27th September 2021.