

BOBCARD is a Non-Deposit Accepting Non-Banking Finance Company (NBFC). BOBCARD was established in the year 1994 to cater to the need of rapidly growing credit card industry in a focused manner. BOBCARD 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.

<b>Position</b>	<b>Assistant Manager/Sr. Officer - Collections</b>
<b>Role &amp; Responsibilities</b>	<p><b>Key highlights of the role are listed below (purely indicative and not limiting):</b></p> <p>The person will be responsible for smart &amp; result-oriented management of the collections portfolio w.r.t credit cards of the Company.</p> <ul style="list-style-type: none"> <li>• Demonstrates good understanding and exposure to credit cards/ Unsecured Loans collections dynamics. Need to have thorough knowledge of Agency management to drive the agency performance metrics.</li> <li>• Drive agencies bucket wise performance for pre-NPA &amp; WOF accounts.</li> <li>• Designs and improvise processes to get best outcome</li> <li>• Implementation and management of all compliance, regulatory and other customer experience related norms during execution of collection activity.</li> <li>• Develop and update robust MIS and ensure all reporting requirements are met for statutory, compliance and regulatory requirements.</li> <li>• Tracing NC pool to crack case and improvise resolution.</li> <li>• Undertake regular &amp; timely agency reviews team reviews to help increase agency performance.</li> </ul>
<b>Job specific skills</b>	<p><b>Applicants should possess the following attributes:</b></p> <ul style="list-style-type: none"> <li>• Good Communication skills</li> <li>• Knowledge of call centre Process.</li> <li>• Possess Good knowledge of latest RBI guidelines &amp; compliances</li> <li>• Strong analytical and decision-making skills</li> <li>• Customer Orientation</li> <li>• Communication and Team building skills</li> <li>• Flexibility in hours of operation</li> <li>• Professional written and verbal communication and Interpersonal skills</li> <li>• Ability to communicate well at all levels of the organization</li> </ul>
<b>Educational Qualifications</b>	<ul style="list-style-type: none"> <li>• Graduate / Post Graduate / Professional Degree</li> </ul>
<b>Minimum Experience</b>	<ul style="list-style-type: none"> <li>• Minimum 2+ Years of experience.</li> </ul>
<b>Location of posting</b>	<ul style="list-style-type: none"> <li>• <b>&lt;Hyderabad, Mumbai&gt;</b> The candidate may be deputed to work with the team(s) within the organization / parent organization / any subsidiary of the parent organization if and as deemed necessary. Candidate is liable to be transferred to any other location in India.</li> </ul>

<b>Maximum Age on the last date of application</b>	<ul style="list-style-type: none"><li>• 45 Years.</li></ul>
<b>Website</b>	<a href="http://www.bobcard.co.in">www.bobcard.co.in</a>
<b>Other Terms</b>	<ul style="list-style-type: none"><li>• 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.</li><li>• Canvassing, in any form, will result in disqualification of candidature.</li><li>• In case of any modification in advertisement shall be updated only in Website.</li><li>• The above recruitment may be scrapped at any stage of recruitment process without assigning any reasons.</li><li>• 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.</li></ul>
<b>Last Date for application</b>	<b>16<sup>th</sup> March 2026</b>