# TCS

# Placement Opportunity – 2019 & 2020 Passing Out Batch

| Role | **Profile 1**<br>Data Processing - Back office operations<br>**Profile 2**<br>Life Sciences |
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| **Location** | **Profile 1 –**<br>Mumbai<br><br>**Profile 2 –**<br>Mumbai, Bangalore, Indore, Chennai, Hyderabad, Pune, Kolkata, Gandhinagar, Nagpur etc |
| **Compensation** | **1.66 LPA (Graduates)**<br>**2.7 LPA (Post Graduates)** |
| **Process** | Online Test--> HR--> TR--> MR |
| **Roles & Responsibility** | **Profile 1-**<br>• The Associate is responsible for the daily data processing transactions related to their unit.<br>• Data processing activities<br>• Tracking and reporting of metrics<br><br>**Profile 2 –**<br>• Review, extract and accurately enter AE data from marketed product, adverse event reports received from- spontaneous and/or solicited and/or clinical trial and/or legal and/or literature sources including health professionals, sales representatives, consumers and drug information in accordance with currently defined case handling procedures.<br>• Interpret case-related information including AE coding, medical conditions, lab results and procedures, as well as compile complete narrative summaries.<br>• Process and prepare re-portable cases within applicable timelines.<br>• Meet specific data and quality targets for case handling.<br>• Review, enter and verify follow<br>• -up information for cases, including correct identification of cases requiring targeted follow up.<br>• Co-ordinate and conduct knowledge sharing sessions for the different type of case scenarios in the team.<br>• Make significant contributions to projects relating to improvements in processes and systems. |
| **Essential Skills** | 1. Good Communication Skills (Spoken, Written) and interpersonal skills<br>2. Good analytical & logical reasoning skills<br>3. Willing to work in 24x7 environment (any shift)<br>4. Basic computer and systems skills<br>5. Ability to use various applications in PC (especially MS word, MS excel proficiency is very essential). |

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| **Additional Skills** | **Profile 1 -**<br>1. Basic Mathematics and Logical Reasoning Ability<br>2. Good keyboard skills<br><br>**Profile 2 –**<br>• Knowledge of Medical Terminology<br>• An understanding of the principles and concepts associated with Patient Safety case-handling process, including regulatory reporting requirements for single case expedited reporting, Patient<br>• safety policies, processes and procedures.<br>• Ability to prioritize schedule and organize.<br>• Excellent interpersonal and communication skills.<br>• Able to work independently, guided by procedures, with appropriate support.<br>• Able to work effectively as part of a team.<br>• Good time management.<br>• Proficiency in English.<br>• Computer Literacy (Good knowledge of MS Office) |
| **Qualifications** | **Profile 1 -**<br>2019 & 2020 : BSc – IT / CS, BCA, BCom, BA & BBA/BBM/BMS eligible.<br><br>**Profile 2 –**<br>2020 Batch – B.Pharm / M.Pharm / MS.c / B.Sc (Microbilogy, Biotechnology, Zoology, Biology , Life Science) |
| **Basic Criteria** | • Only 2019-20 batch BSc - IT / CS, BCA, BCom, BA & BBA/BBM/BMS eligible.<br>are eligible for the test.<br>• Only full-time graduates are eligible (15 years of regular education) – No Undergraduates/Correspondence Courses/Part-time/Open school.<br>• Candidates with a gap of more than 2 years in education are ineligible for the test.<br>• Candidates should NOT have more than 3 months of work experience to be eligible for the test.<br>• Candidates should be comfortable working in rotational shifts, including night shifts.<br>• Post graduates, students pursuing higher education and/or candidates with active backlogs are not eligible. |

**ALL INTERESTED & ELIGIBLE STUDENTS NEED TO APPLY ON THE LINK MENTIONED BELOW before 4th May 2021, 6 PM–**

**https://forms.gle/tApTH9k9ACMF9GQy8**

**My Best Wishes are with you!**

**Prof (Dr.) Ajay Rana**
Ph.D (CSE) & M.Tech (CSE) - Two Time Gold Medalist
SMIAENG, SMIACSIT, LMISTE, LMPF, LMCSI & MIET (UK)

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**Dean – Industry & Academia Alliance**

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