



AMITY TECHNICAL PLACEMENT CENTRE

DELHI | GR. NOIDA | GURUGRAM | GWALIOR | JAIPUR | LUCKNOW | NOIDA

AXA XL PVT LTD

Campus Recruitment - 2019 Passing Out Batch

Company	AXA XL Pvt Ltd		
Batch	2019 Passing Out Batch		
Joining	June 2019		
Date of Campus	Will inform later		
Job Title	Analyst – Credit Control & Premium Accounting		
Eligible Degrees	BBA / B.Com		
Eligible Branches	All		
Location	Gurgaon		
Compensation (CTC)	INR 4.00 LPA		
Roles & Responsibilities	<ul style="list-style-type: none"> • Central cash management processing following Internal audit and Financial Internal Control guidelines • Production of operational and business reports on a pre-defined frequency • Collections through statement generation, reminders and follow-up with various departments • Account reconciliations (Claim Bucket, Cash Control Account) and resolution of issues in coordination with internal parties 		
Dress Code	Strictly Formals Only and Only White shirt and Black Trouser, Tie, Full Length Socks, Black Shoes for Boys Similar related Outfit for female candidates. Students in any other combination or colour of formal will be sent back		
Documents Required	1	Campus ID Card	: Mandatory
	2	College ID Card	: Original as well as Photocopy
	3	Passport Size colour Photos	: Five in Numbers
	4	Photocopies of all Mark sheets	: X, XII, UG (All Semesters)
	5	Updated Resume	: Two in Numbers
	6	A4 sheets for rough work	: Five in Numbers
	7	Stationery items	: Stapler, Glue Stick, Pen, Pencil, Eraser etc
	8	1 Government photo ID Proof	: Original as well as Photocopy
How to Apply?	All interested and Eligible students need to apply on the link below latest by 29th March 2019 (1 PM)		

	<u>CLICK HERE</u>
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My Best Wishes are with you!

Prof. Dr. Ajay Rana
Advisor