

**Operations Trainee**

**Business Unit** : OCM

**Location of Posting** : Bangalore.

**Required Qualification** : Only Graduates with 50% aggregate in overall Academics.  
(Except BE & B.Tec)

**Roles and Responsibilities:**

EXPECTED END RESULTS	MAJOR ACTIVITIES
Demonstrate effective controls for critical areas of operations	<ul style="list-style-type: none"> <li>▪ Review areas requiring frequent / regular monitoring &amp; control.</li> <li>▪ Identify suitable control measures</li> <li>▪ Formulate a monitoring tool to ensure effectiveness of the control exercised.</li> <li>▪ Recommend corrective action to regularise / rectify exception / anomalies.</li> <li>▪ Initiate system / process enhancement to provide preventive control.</li> <li>▪ Check for adherence to compliance and regulatory requirements in respective area of operations.</li> </ul>
Ensure effective centralised reconciliation	<ul style="list-style-type: none"> <li>▪ Monitor ATM transaction processing</li> <li>▪ Reconciliation of Bank Vs Network Mirror Accounts</li> <li>▪ ATM Claims Processing</li> <li>▪ Reconciliation of critical accounts on Core Banking System</li> </ul>
Ensure high level of data integrity / quality	<ul style="list-style-type: none"> <li>▪ Analyse data on core banking system and identify reasons for Data integrity issues through proper root cause analysis</li> <li>▪ Initiate process changes/ corrective actions to fix gaps/ ensure correction/ prevention</li> <li>▪ Ensure high level of accuracy of all MIS generated for the bank</li> </ul>

**To apply to the above position, please return to the 'Careers' page, and send us your detailed resume. Thank you.**