



ਆਈ. ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਜਲੰਧਰ, ਕਪੂਰਥਲਾ
I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR, KAPURTHALA
Office of Corporate Relations & Alumni

Ref. No. IKGPTU/CRA/.....63.....

Dated: April 18/2024

Directors/ Principals
All the University Campuses/ Colleges & Institutions
Affiliated with IKG PTU

Sub: TCS BPS Off-Campus Hiring.

Dear Sir/Madam

I K Gujral Punjab Technical University invite students of its campuses & affiliated colleges to participate in TCS BPS Off-Campus Hiring as per the below mentioned details:-

Job Role	:	Back Office Operations - Data Processing Transactions
Date & Time	:	April 20, 2024 (Saturday) & 0900 hrs
Venue	:	TCS Noida 7 Office, B, Okaya Centre, 5, Block B, Industrial Area, Sector 62, Noida
Job Location	:	Delhi NCR
Course/Stream	:	B.Com, BAF, BBI, BBA, BCA, BBM, BMS, BA and B.Sc (except Agriculture/Horticulture)
Batch Eligible	:	2022 & 2023 passed out

Eligibility Criteria:-

- **Course Types:** Only full-time courses will be considered (part-time / correspondence courses will not be considered). Candidates who have completed their Secondary and / or Senior Secondary course from NIOS (National Institute of Open Schooling) are also eligible to apply if the other courses are full-time.
- **Highest Qualification:** It is mandatory that the course to be cleared and completed within the stipulated time duration of the course without any backlogs to be eligible for joining in TCS if selected.
- **Backlogs:** Should not have any backlogs at the time of appearing for TCS Selection process. The course should be completed within the stipulated duration of the course.
- **Gap / Break in Education:** It is mandatory for students to declare gaps in education, if any in TCS Application Form. The overall academic gap should not exceed 24 months until the highest qualification. Relevant document proof, as applicable, will be checked for gaps in education.
- **Work Experience:** Please note, the role is for 'Entry Level Requirement'. However, prior work experience, if any is required to be mandatorily declared by the candidates in the TCS Application Form. And necessary documents supporting this experience are required to be submitted by the candidates at the time of TCS Selection Process.
- **Age:** Minimum age – 18 years and Maximum age – 28 years.

“Propelling Punjab to a prosperous Knowledge Society”



ਆਈ. ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਜਲੰਧਰ, ਕਪੂਰਥਲਾ
I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR, KAPURTHALA
Office of Corporate Relations & Alumni

Ref. No. IKGPTU/CRA/.....63.....

Dated.....April 18/2024.....

Students must register and fill up the application form on the TCS Nextstep portal (if not done already). The status of the student should be "**Application Received**". This is important to be included in the Pen & Paper Test and In-Person Interview process.

Steps to complete the Application Process:

Step 1. Logon to the TCS Next Step Portal here <https://nextstep.tcs.com/campus/#/>

Step 2. Verification Details as per Aadhaar

- It is important and mandatory to update your details correctly.
- Incorrect details submitted may lead to disqualification of your candidature.

Step 3. Register and apply for the TCS BPS Off-Campus Hiring process for **Batch of 2022 & 2023**

Scenario A. If you are a registered user, kindly login and proceed to complete the application form.

Scenario B. If you are a new user, kindly click on Register Now, choose **category as 'BPS'** and proceed to fill your details. Submit your application form.

Important: Please ensure that the details in the TCS Application Form are complete and accurate (Academic Details, Internship, Work Experience, if any)

Step 4. To confirm your status, check 'Track Your Application'. The status should reflect as 'Application Received.'

Important Points:

1. Students only from the year of passing batch of 2022 & 2023 may apply and the same should reflect in their TCS Application Form.
2. Students MUST register and complete the TCS Application Form in the TCS NextStep Portal in 'BPS' section.
3. All students must ensure that they use their Personal Email ID to register in the TCS NextStep Portal and NOT Institute Email ID.
4. Details to be filled in the TCS Application Form as per candidate's Aadhaar card.
5. Email ID CANNOT be changed once submitted.
6. Students should fill up the application form correctly, verify the details before submitting it and make sure that their status in the TCS NextStep portal is "Application Received". Students can check this by visiting the "Track My Application" tab in the NextStep portal.
7. Information retrieved from TCS Application Form will be considered for the test process.

You are requested to kindly direct the Training & Placement Officer/Coordinator of your Campus/College to share the information with the concerned students.

With profound regards,

Er. Navdeepak Sandhu

Deputy Director (CRA)

"Propelling Punjab to a prosperous Knowledge Society"

I.K. Gujral Punjab Technical University

Jalandhar-Kapurthala Highway, Kapurthala -144 603. Phone : 01822-282580, 282549

E-mail : placements@ptu.ac.in Website : www.ptu.ac.in



Expand your horizons: Experience
the extraordinary with us

Take a step towards success by joining our walk-in
drive at **TCS Noida 7**



Job role: Back Office operations – Data Processing transactions



Drive date and time: 20th -April -2024



Walk-in drive location: TCS Noida 7 Office, B, Okaya Centre, 5,
Block B, Industrial Area, Sector 62, Noida, Uttar Pradesh 201309



Work location: Delhi NCR



- **Eligibility:** Full-time graduates from streams – B.Com, BAF, BBI, BBA, BCA, BBM, BMS, BA, B.Sc (except Agriculture/Horticulture) – **Batch of 2022 & 2023** from a recognized university/college
- For this requirement, highest qualification should be **Graduate ONLY**
- Should be open to work in shifts
- Eligibility criteria will be checked before test process
- Selection involves– Aptitude Test & Interview (subject to clearing each level)

Things to carry for interview:

- Updated Resume, Government ID proof and Academic documents (**Original and Scanned copies**)
- TCS Application form (**Name / DOB / Address** in application form should be as per Aadhar card.
- Please register your profile under **BPS** category
- To register your application and create your DT profile (**under BPS category only**) please login to <https://nextstep.tcs.com/campus/8/>