



ਆਈ. ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਜਲੰਧਰ, ਕਪੂਰਥਲਾ
I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR, KAPURTHALA
Centre for Training and Placement

Ref. No. IKGPTU/T&P/588.....

Dated...13/03/2026...

Directors/ Principals

All the University Campuses & it's Affiliated Colleges

I K Gujral Punjab Technical University Jalandhar Kapurthala

Sub: Bajaj Finance Limited - Joint Campus Training & Placement Drive.

Respected Sir/ Madam

I K Gujral Punjab Technical University invite students of its campuses & affiliated colleges to participate in Bajaj Finance Limited - Joint Campus Training & Placement Drive as per details mentioned below:-

Designation	:	Relationship Executive - Field Sales
Course/ Stream	:	MBA/ Post Graduate Degree
Batch Eligible	:	2026 passing out
Salary Package	:	For Non-Metro location:- Fixed: 3.25 LPA Total CTC- 4.06 LPA
Selection Process	:	Aptitude Test, HR Underwriting Round & Interview

Role Summary:-

Responsible for customer service, gold loan valuation, operations, marketing, collections, and cross-selling financial products.

Key Responsibilities:-

- Assist and guide walk-in customers; resolve queries and complaints.
- Conduct gold valuation, process loan documentation, disbursements, and repayments.
- Perform interest/due-date calling and support collections.
- Promote gold loan products and participate in local marketing activities.
- Identify customer needs and cross-sell financial products.

Qualifications:-

- Graduate/Postgraduate (0-2 years experience).
- Regional language proficiency required.
- Strong communication and customer service skills.
- Experience in gold loans/financial services is an added advantage.

“Propelling Punjab to a prosperous Knowledge Society”

I.K. Gujral Punjab Technical University

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

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

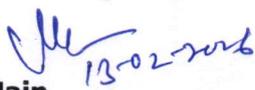
Interested students may register at the link mentioned below:-

<https://sprw.io/stt-00Jx->

You are requested to kindly direct the Training & Placement Officer/ Faculty Coordinator of your college/ campus to share the information with the concerned students. **Last date of online registration is today 13-Mar-26 before 1600 hrs.**

Date & Time of the selection process will be informed later on.

With profound regards,


Er. Mohit Jain
Assistant Registrar (CR&A)

CC:

1. SVC: For kind information of the Hon'ble Vice Chancellor
2. Head (CR&A): For his kind information
3. DR (ITS) - To upload at University website
4. File

Job Description – Relationship Executives

REQUIREMENT DETAILS:

Young and dynamic Graduates Freshers / Post-Graduates Freshers & Experienced in any discipline with 0-2 yrs of experience in financial sector who are passionate about building their career in sales and marketing of the financial sector.

The Relationship Executive will be responsible for managing customer interactions, ensuring accurate gold loan valuation and operations, driving marketing initiatives, cross-selling financial products, and supporting interest calling and collections. This role requires strong interpersonal skills, attention to detail, and the ability to balance customer service with operational efficiency

Knowledge of the vernacular language of the respective region is mandatory

Responsibilities:

1) Customer Service

- Greet and assist customers visiting the branch, ensuring a positive experience.
- Address customer queries related to gold loans, repayment schedules, interest rates, and other services.
- Build and maintain strong relationships with customers to encourage repeat business and referrals.
- Handle customer complaints and resolve issues promptly and professionally.
- Conduct interest calling to remind customers of upcoming due dates and overdue payments

2) Gold Loan Valuation & Operations

- Conduct accurate valuation of gold ornaments as per company guidelines.
- Ensure compliance with regulatory and organizational standards during loan processing.
- Manage loan documentation, disbursement, and repayment tracking.
- Monitor loan accounts to minimize risk and ensure timely collections.

- *Maintain records and reports for audit and compliance purposes.*

3) Marketing & Business Development

- *Promote gold loan products and services to potential customers in the local market.*
- *Organize and participate in marketing campaigns, customer outreach programs, and community engagement activities.*
- *Identify new business opportunities and contribute to branch growth targets.*
- *Collaborate with the branch team to achieve monthly and quarterly sales objectives.*

4) Cross-Selling

- *Identify customer needs and recommend suitable financial products such as insurance, savings schemes etc.*
- *Educate customers on the benefits of bundled financial solutions to maximize value.*
- *Achieve cross-sell targets by proactively engaging customers during service interactions.*

Education & Skill Qualifications:

- *0-2 years of relevant experience required.*
- *Bachelor's Degree/Post-graduation Degree preferred.*
- *Previous experience in gold loan banking, gold loan products, management or client service preferred.*
- *Consistently demonstrates clear and concise written and verbal communication skills.*