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Position	Manager/ Sr. Manager - Product
Job Description / Responsibilities	**Job Summary:** We are seeking an experienced and dynamic Product Manager to lead the development and enhancement of our Digital Retail Broking Platform and drive our Digital Sales initiatives. Product Manager, will play a pivotal role in shaping the customer experience, optimizing processes, and achieving business goals, utilizing support from technology Team. **Key Responsibilities** . **Digital eKYC Onboarding Platform Development & Enhancement:** • Lead the strategic development and continuous improvement of our Digital eKYC Onboarding Platform. • Oversee the maintenance and evolution of the platform, ensuring its reliability, security, and functionality. • Well versed with all the products in the Capital Market like MTF, TPP etc. **Vendor Services Integration & Management** • Manage integrations with various backoffice systems and multiple vendors, ensuring seamless interactions within the eKYC onboarding platform. • Skillfully negotiate with vendors to secure the best pricing while maintaining high-quality service. **UI/UX Management** • Take charge of the user interface and experience of the onboarding platform, creating a user-friendly and visually appealing interface. **End-to-End eKYC Onboarding Process** • Own and manage the complete eKYC onboarding process, guaranteeing efficiency, accuracy, and compliance with regulations. **Timely Project Deliveries** • Ensure that all project milestones and deliveries are achieved within defined timelines. **Compliance and Regulations** • Balancing the need for a swift customer onboarding experience while adhering to all relevant regulatory requirements. **Stakeholder Engagement** • Exhibit exceptional stakeholder management skills, collaborating effectively with IT, Operations, Compliance, Marketing, and Sales teams. • Keep key stakeholders informed about progress, challenges, and escalate issues as needed. **Digital Sales Drive** • Lead the charge in driving online sales for new acquisitions via the Contact Center. • Work towards achieving online sales targets in alignment with annual projections.

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Job specific skills	• Relevant experience in technology related work involved in product development is pre requisite • Relevant experience in eKYC, Re-KYC, Digital Sales and Online Broking • Strong aptitude for digitalization, with a proactive mindset to innovate and leverage technology for streamlining processes • Understanding of regulatory guidelines and updates for Retail Broking • Excellent communication and presentation skills to interact effectively with customers and other stakeholders • Self-motivated, proactive, and focused on achieving targets.
Educational Qualification	Graduate/Post Graduate from recognized Universities.
Min. Experience	6 – 8 Years
CTC Offered	Compensation will not be limiting factor for the right candidate and will bediscussed on a case-by-case basis.
Location of Posting	Mumbai
How to Apply	Applications should be submitted on our email careers@bobcaps.in Please mention "Application for the post of " **Manager/Sr. Manager - Product"** in subject. Applications with any other subject will not be accepted.
Website	www.bobcaps.in

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Position Vacant	**Manager– Finance & Accounts**
Job Description / Responsibilities	• Preparing financials of the company and Handling finalization of accounts • Review of expenses and incomes invoices on regular basis • Handling PNL & BS ledger scrutiny • Reviewing cashflow requirements and preparing cashflow statement • Preparing various MIS reports as per the management requirement. • Handling treasury related activities • Timely filing of GST Returns (GSTR1, GSTR3B, GSTR6 and GSTR7), Timely GST Payments, Manage E-invoicing • Manage preparation of GSTR 9 and 9C • Handling GST/TDS/Accounting related Queries with business Team and other departments within organization. • Handling Tax Audits, Computation of income & taxation, calculation of advance tax • Timely filing of TDS Returns (26Q and 27Q), Timely TDS Payments • Reconciliation of all statutory dues liability/credits as per return with books of accounts including 26AS reconciliation • Prepare data for Forecasting/ Budgets. • Analysis of financial data to evaluate the performance • Preparing data for management presentation on performance of the company. • Liasoning with internal auditors, statutory auditors and consultants • Tracking of all Direct & Indirect Tax Notices-Timely Replies and providing data to the Consultant. • Ensuring all Assessments, Scrutiny's & hearings are completed within time frame given by the department • Track important legislative changes in Accounting, GST and Income tax, discuss within the team and take proactive required steps.
Job specific skills	• Good Verbal & written Communication skills (English) • Experience contributing to Process Improvement & Team Handling • Knowledge of INDAS/ Accounting Standards, TDS, GST, ICDS • Strong Accounting and finance knowledge • Tally Software & MIS software knowledge • Strong Microsoft Office skills (Excel, Word, PPT) • Good Analytical and problem-solving skills
Educational Qualification	CA Inter
Experience	Minimum 5 years of post-qualification experience
CTC OFFERED	Compensation will not be a limiting factor for the right candidate and will discussed on a case by case basis.
Location of posting	Mumbai

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	The candidate may be deputed to work with the team(s) with the organization/ parent organization/ any subsidiary of the parent organization if and as deemed necessary.
How to apply	Applications should be submitted on our email careers@bobcaps.in Please mention **"Application for the post of Manager/ Sr. Manager – F&A"** in the subject. Applications with any other subject will not be accepted.
Website	www.bobcaps.in
Contact Person	Trilby D'monte
Contact No.	022-61389300
Last Date for application by email	15th August 2024

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Position	Head – Retail Broking - Sales & Acquisition
Job Description / Responsibilities	➢ Key role in development/adoption of new products/processes in line with evolving regulatory framework and aligned with firm's strategy across Equity businesses. ➢ Responsible for conceptualizing and executing new account acquisition & revenue new product development, existing product suite management, retail business strategy and related MIS. ➢ Building relationship with clients and providing them with regular advise on opportunities in Indian market and various trading strategies. ➢ Responsible for generating revenue from retail clients. Ensuring the sustenance and deepening of existing relations with clients. ➢ Suggest and implement different strategies aimed towards retention of existing client base and addition of new clients. Present plans for Company's client base and revenue growth, increase in operational efficiency, cost optimization and digitization. ➢ Should be able to collaborate with Bank's branch network for business growth. Devise and implement plan to leverage the BOB retail client base into BOBCAPS equity customers. ➢ Sustain and improve overall productivity of the retail equity sales and account acquisition. ➢ Keeping up-to-date with the current market trends along with the customer behavior and competitor analysis. ➢ Hiring & retention of talent pool for Retail Broking and Distribution. ➢ Participate actively in sales planning, execute sales plan, engage sales teams, and achieve targets in a cost-effective way. ➢ To accomplish Account opening targets and Revenue as required by the Company ➢ Should be able to collaborate with offline branch network for business growth. ➢ Deliver excellent customer experience.

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Job specific skills	Applicants should have – ➢ Strong P&L understanding from Retail Broking Perspective. ➢ Be well attune towards digitization; should come with a technology mind-set and think innovatively how to use tech to launch newer products, cost optimization. ➢ Strong understanding of Online and digital broking industry and digital marketing. ➢ Excellent understanding of Indian Retail Equity Market and acquisition strategies. ➢ Ability to build and lead large teams with demonstrated track record of leadership skills. ➢ Experience in building sub-broker network. ➢ Experience in onboarding Distributor partnership with other entities. ➢ Strong growth mind-set to lead and motivate the team in order to achieve higher market share. ➢ Excellent communication & presentation skills. ➢ Good existing client and distribution relationships in the market. ➢ Experience in client acquisition, customer experience and product knowledge in equity market and distribution of third party financial products. ➢ Be a self-starter, proactive & target oriented with zeal to Excel.
Educational Qualification	Post Graduate/ CA/ MBA from recognized Universities, Advanced degree preferred.
Minimum Experience	10 plus Years in a Broking Firm with Product & Sales experience.
CTC OFFERED	Compensation will not be limiting factor for the right candidate and will be discussed on a case by case basis.
Location of posting	Mumbai
How to apply	Applications should be submitted on our email careers@bobcaps.in Please mention **"Application for the post of Head – Retail Broking and Distribution"** in the subject. Applications with any other subject will not be accepted.
Website	www.bobcaps.in

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Position Vacant	**Digital Business Development Managers (Off Roll)**
Job Description / Responsibilities	We are looking for motivated and customer-centric professionals to join our Online Demat & Trading Sales Team. The candidate will be responsible for onboarding customers for demat & trading accounts, and driving digital investment product sales through inbound/outbound calls **Key Responsibilities:** • Call & convert potential leads into active demat & trading account holders. • Guide customers through the online account opening process (KYC, IPV, document upload). • Promote investment products offered by the company. • Understand client needs and provide suitable plans over the calls. • Achieve daily/weekly/monthly targets for account openings, activations and revenue. • Provide post-onboarding support including login help, fund transfer guidance, and app demo. • Maintain accurate records of client interactions, follow-ups, and sales updates in CRMs.
Job specific skills	**Applicants should have -** • Online Demat & Trading Sales • Telesales / Inbound & Outbound Calling • Lead Conversion & Customer Handling • Financial Product Knowledge (Equity, Derivatives, Cash) • CRM usage & MIS Reporting • Communication & Follow-up Skills
Educational Qualification **Experience**	**Eligibility Criteria -** • Min 12th Pass from English Medium or Graduate (Any stream) • Minimum 1 Year of experience in telesales (Financial product sales preferred.)

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	• Knowledge of stock market, demat & trading account process is an added advantage. • Good communication skills (English & Hindi) Knowing regional language Tamil, Telugu & Bengali is added advantage. • Comfortable using mobile trading apps & digital KYC platforms. • Strong customer service orientation and persuasion skills.
Targets & Working hrs	**Account Opening Target**: 75 Accounts per month **Revenue Target**: Minimum 2X or INR 40,000 whichever is higher **Working Days :** 6 days a week
Location	Andheri, Mumbai
CTC Offered	Compensation will not be limiting factor for the right candidate and will be discussed on a case by case basis.
Email to be sent to	careers@bobcaps.in
Website	www.bobcaps.in
Contact No.	022.61389300
Last Date for application	31st July 2025

Applications should be submitted on our email 'careers@bobcaps.in'. Please mention "Application for the post of Digital Business Development Manager (Off Roll)" in the subject. Applications with any other subject will not be accepted.

Candidates with the requisite experience mentioned above should only apply.

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Position Vacant	**AVP– Finance & Accounts**
Job Description / Responsibilities	• Preparing financials of the company and Handling finalization of accounts • Handling PNL & BS ledger scrutiny • Preparing various MIS reports as per the management requirement ensuring data accuracy, data analysis, generating insightful reports and providing data driven insights to Management. • Prepare data for Forecasting/ Budgets exercise for multiple business divisions. • Analysis of financial data to evaluate the performance division wise as well as at entity level • Handling GST/TDS/Accounting related Queries with business Team and other departments within organization. • Liasoning with internal auditors, statutory auditors and consultants
Job specific skills	• Good Verbal & written Communication skills (English) • Hands on with Computer Softwares including Tally, backend software applications • Experience in contributing to Process Improvement & Team Handling • Knowledge of INDAS/ Accounting Standards, TDS & GST • Strong Accounting and finance knowledge • Strong Microsoft Office skills (Excel, Word, PPT) • Good Analytical and problem-solving skills
Educational Qualification	CA
Experience	Minimum 5 years of post-qualification experience
CTC OFFERED	Compensation will not be a limiting factor for the right candidate and will be discussed on a case by case basis.
Location of posting	Mumbai The candidate may be deputed to work with the team(s) with the organization/ parent organization/ any subsidiary of the parent organization if and as deemed necessary.
How to apply	Applications should be submitted on our email careers@bobcaps.in Please mention **"Application for the post of AVP – F&A"** in the subject. Applications with any other subject will not be accepted.
Website	www.bobcaps.in

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Position	Retail Broking – Manager (State Head – Karnataka)
Job Description / Responsibilities	**Job Summary:** • Manage and strengthen relationships with key stakeholders in Bank of Baroda Zones, Regions, and Branches. • Conduct strategic planning to meet the Zone/Region acquisition targets. • Coordinate marketing efforts with Bank Zonal & Regional marketing teams. • Ensure the achievement of client acquisition targets for Zones & Regions as per the financial year projections and also Market product to high net worth clients. • Launch initiatives such as local campaigns, R&R programs, and engagement activities to generate new business. • Oversee a team of BDM TLs and BDMs. • Monitor input and performance of the acquisition team. • Conduct internal team and Bank of Baroda employee training sessions. • Ensure adherence to all processes while maintaining the organization's ethos. • Ensure timely recruitment and training of team members as per the approved plan. • Take responsibility for team member learning, development & career progression.
Job specific skills	• The ability to establish and maintain effective working relationships with internal and external stakeholders. • Extensive knowledge of the client acquisition process. • Exposure to digital onboarding process would be preferred. • Working knowledge of public and private sector bank retail branches. • Previous experience of managing a large acquisition team in the specified State/Region. • Understanding of the securities market. • Previous experience in Retail Broking products and services is required. • Strong analytical and strategic thinking abilities, as well as excellent communication and problem-solving abilities. • Excellent writing, communication, presentation, and interpersonal abilities.

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Educational Qualification	Graduate/Post Graduate from recognized Universities.
Min. Experience	5 Years
CTC Offered	Compensation will not be limiting factor for the right candidate and will be discussed on a case-by-case basis.
Location of Posting	Bangalore
How to Apply	Applications should be submitted on our email careers@bobcaps.in Please mention "Application for the post of **State Head – Retail Broking (Karnataka)"** in subject. Applications with any other subject will not be accepted.
Website	www.bobcaps.in