

BOBCARD is a wholly owned subsidiary of Bank of Baroda and a Non-Deposit Accepting Non-Banking Finance Company (NBFC). BOBCARD was established in the year 1994 to cater to the need of rapidly growing credit card industry in a focused manner. BOBCARD is one among the pioneers in Indian card market and was the first nonbanking company in India to issue credit cards.

The Company's core business is credit card issuance.

Position	Assistant Manager/Sr. Officer - Finance & Accounts
Role & Responsibilities	<p>Key highlights of the role are listed below (purely indicative and not limiting):</p> <ul style="list-style-type: none"> <li>• Leading AP team with checking of all the entries done in the oracle system including tds/gst impact, resolving daily sys issues, depts queries, Responsible for daily payment processing.</li> <li>• Dealing with auditors for AP related queries and data submission. Cost analysis on monthly basis in view of approval, change in rates/fixed/variable cost, Monthly provisioning preparation and analysis/clearing in view of old ageing provision if any.</li> <li>• Management of costing vis a vis budget.</li> </ul>
Job specific skills	<p>Applicants should possess the following attributes:</p> <ul style="list-style-type: none"> <li>• Leader ship</li> <li>• Dedication</li> <li>• Communication skill</li> <li>• Excel expertise, applicable compliance knowledge.</li> </ul>
Educational Qualifications	<ul style="list-style-type: none"> <li>• Graduate / Post Graduate / Professional Qualification.</li> </ul>
Minimum Experience	<ul style="list-style-type: none"> <li>• Minimum 2+ Years of experience</li> </ul>
Location of posting	<ul style="list-style-type: none"> <li>• &lt;Mumbai&gt; The candidate may be deputed to work with the team(s) within the organization / parent organization / any subsidiary of the parent organization if and as deemed necessary. Candidate is liable to be transferred to any other location in India.</li> </ul>
Maximum Age on the last date of application	<ul style="list-style-type: none"> <li>• 45 Years.</li> </ul>
Website	<a href="http://www.bobcard.co.in">www.bobcard.co.in</a>
Other Terms	<ul style="list-style-type: none"> <li>• It may please be noted that company is not bound to call all the applicants for interview. Only shortlisted candidates will be called for selection procedure.</li> <li>• Canvassing, in any form, will result in disqualification of candidature.</li> <li>• In case of any modification in advertisement shall be updated only in Website.</li> <li>• The above recruitment may be scrapped at any stage of recruitment process without assigning any reasons.</li> <li>• Company may conduct background checks/CIBIL check at any stage of process and also call for current compensation detail/qualification documents/past employment proofs for conclusion of recruitment process.</li> </ul>

Last Date for application	22 <sup>nd</sup> Dec 2025
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