



Intent-Letter-Karvy Computershare

Dear N. Sury Sai Santosh Kumar Phone: 903277776

Congratulations.....! You has been cleared interview at campus by Karvy Computershare for one of the opening given below. Currently we have urgent openings for Fresher's & Experienced in Our Organization. Kindly present at the below address for Versant round of interview. Only after you get a graduation degree passing certificate from your university.

JOB DESCRIPTION for KPO process (domestic/International):

- Job Role : Customer Support (Voice/ NON Voice)
- Role designation : Process Associate
- Skills required : Good Communication in Telugu, English & Hindi
- Typing skills : 25WPM and 80% accuracy
- Computer knowledge : Basic, should have basic Understanding about the Industry.
- Responsibilities : Carrying out all activities related to the processing of a transaction which includes capturing of application details in the system, signature verification, validating the supporting documents as per the policies and procedures
- Working Venue Details : Karvy Computershare, Gachibowli, Hyderabad

Please note that you need to carry the below mentioned documents for attending the Talent Acquisition.

- Hard copy of the Call Letter (Entry strictly prohibited without the printout).
- Hard copy of Resume
- Xerox Copies of your academic Certificates (10th/ inter/ Degree).
- Photo ID Proof
- 2 Photographs

Address: Karvy Computershare Pvt. Ltd. Survey no. 116/22, 115/25, |Financial District, Nanakramguda, Serilingampally Mandal, Gachibowli, Hyderabad. Land mark Wipro Circle.

Contact us before you report: +91 040 3321 5107, +91 9160000989

Post Results, Any Day Timings will be: Between 9:30 AM to 4:00 PM, Call, before you come

K. Jagadeesh
(HR Team) 17/12/18



Intent-Letter-Karvy Computershare

Dear Manikanta Kollu

Phone: 9160343335

Congratulations.....! You has been cleared interview at campus by Karvy Computershare for one of the opening given below. Currently we have urgent openings for Fresher's & Experienced in Our Organization. Kindly present at the below address for Versant round of interview. Only after you get a graduation degree passing certificate from your university.

JOB DESCRIPTION for KPO process (domestic/International):

- Job Role : Customer Support (Voice/ NON Voice)
- Role designation : Process Associate
- Skills required : Good Communication in Telugu, English & Hindi
- Typing skills : 25WPM and 80% accuracy
- Computer knowledge : Basic, should have basic Understanding about the Industry.
- Responsibilities : Carrying out all activities related to the processing of a transaction which includes capturing of application details in the system, signature verification, validating the supporting documents as per the policies and procedures
- Working Venue Details : Karvy Computershare, Gachibowli, Hyderabad

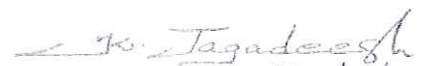
Please note that you need to carry the below mentioned documents for attending the Talent Acquisition.

- Hard copy of the Call Letter (Entry strictly prohibited without the printout).
- Hard copy of Resume
- Xerox Copies of your academic Certificates (10th/ inter/ Degree).
- Photo ID Proof
- 2 Photographs

Address: Karvy Computershare Pvt. Ltd. Survey no. 116/22, 115/25, |Financial District, Nanakramguda, Serilingampally Mandal, Gachibowli, Hyderabad. Land mark Wipro Circle.

Contact us before you report: +91 040 3321 5107, +91 9160000989

Post Results, Any Day Timings will be: Between 9:30 AM to 4:00 PM, Call, before you come


(HR Team) 17/12/18