

Welcome to the Tata Family. You are selected for an interview in Tata Group for Permanent Job to be a part of this committed and professionally managed Indian multinational company. We've reviewed and verified your educational records from Online Database / Online job portals/ college side / previous company side then your application materials carefully and we're excited to invite you to interview. Your **Application Reference number is TG-101. You are in 1st Batch.** Please don't share your Reference number or Letter to any other person for security reasons. Fresher & Experience holders both can apply now. **1892 candidates are shortlisted and Vacancies are 1840.** For the interview you have to come to the company office (**Online interview & Work from home also available**).

Role/Job Description- After interview your post or Department (Functional area) will be decided by senior HR Manager according to your Qualification. We are urgently hiring thousands of bright candidates for the multiple locations and for the different fields in Tata Group. We also recruit fresher's from our sources across the country in order to build our future leadership talent pipeline. Now we have thousands of job opportunities in India/Abroad so apply now. The decision of selection/rejection of the candidate will be at the sole discretion of the Recruiting Manager.

Diversity and Equal Opportunity- We welcome diversity at the workplace. Our efforts are therefore focused on sustaining and enhancing this diverse work environment. It introduces fresh perspectives and enables our people to integrate better in society. We are an equal opportunity employer and adhere to statutory & regulatory norms. Our egalitarian work culture fosters diversity and equal opportunity. We do not discriminate on the basis of caste, religious or political affiliation, gender, nationality, age, sexual orientation or disability.

About Us- Founded by Jamsetji Tata in 1868, the Tata group is a global enterprise, headquartered in India, comprising 30 companies across ten verticals. The group operates in more than 100 countries across six continents, with a mission 'To improve the quality of life of the communities we serve globally, through long-term stakeholder value creation based on Leadership with Trust'.

Companies include- Tata Group of Companies Ltd, Tata Consultancy Services, Tata Sons, Tata Motors, Brunner Mond, Tanishq, Tata Teleservices, Air Asia India Tata Steel, Tata Communications, Tata Capital, Tata AIA, Tata Auto Comp Systems, Tata Consulting Engineers Ltd, Tata DoCoMo, Tata Chemicals, Tata Steel, Tata Power, Tata Defence, Tata Elxsi, Tata Global Beverages, Voltas, Voltas Vistara, Taj Air Chartered flights, Taj Hotels Resorts and Palaces, Jaguar Land Rover, Tata Construction, Tata Chemicals Limited, Tata Housing, Tata Pharmaceutical, Air India.

Salary/Allowances- As per company rules and regulations your **starting salary will be Minimum to Highest (Rs.7,85,000 Lakh, -To Rs. 22,95,000 Lakh) per Annum.** You will be eligible for allowances, such as housing allowance, traveling expenses, cost of living allowances, (Life Insurance/ medical Insurance, etc). As per company policy. After completing the interview your exact Salary will be decided by the senior Recruiting Manager.

Working Hours, Holidays and Leave- Working hours are 09:00 AM to 05:00 PM Monday to Friday. Saturday and Sunday are holidays. Employees are provided with the extra Opportunity to take 24 leave every year accrued at the rate of 2 leave per month. The company also provides (30 days) annual holidays announced at the beginning of every year. Except for emergencies and employee marriage and medical reasons leave will be granted immediately after receiving approval by your seniors.

All Expenses will be provided by the company during the interview process- All travel (Both side Air fare/Train fare/Cab fare) Covid-19 Report Expenses will be given to candidates appearing for interview. So you are requested to please be on time at your interview place on the date of your interview. The Candidate can come along with one family person on the day of interview. The company will be providing all of the expenses for that family person also. If you do not come for an interview. Then you will be on the rejected list for 3 years.

According to company Rule & Regulations:- You have to clear two interview rounds with minimum 40 Marks.

(1) 60 minutes Written Test for 90 marks -(On basis of Qualification) (There are 30 multiple choice questions in Interview Test. For every correct answer the Candidate gets 3 marks and for every wrong answer 1 marks are deducted from the total score of correct answers.).

(2) 5 minutes Senior HR round for 10 marks - (There will be questions to test your personality, communication skills and behavior - Face to Face **In your comfort language** (English, Hindi, Tamil, Marathi, Kannada, Telugu, Gujarati or other. so don't hesitate)

Interview Date:- You can choose the Interview Date from 27th of August to 31st of August 2023.

Interview Session Time:- 1st Interview Session will Be start At 01:00 PM or 2nd Interview Session will Be start At 03:00 PM. Your interview will be conducted in your city or nearby city so don't hesitate to come over. (You can change the interview City/Joining City Also. **From the list below. (Read the complete letter properly).**

City's List:- Mumbai, Delhi, Bangalore, Hyderabad, Ahmedabad, Chennai, Kolkata, Surat, Pune, Jaipur, Lucknow, Kanpur, Nagpur, Indore, Thane, Bhopal, Visakhapatnam, Pimpri and Chinchwad, Patna, Vadodara, Ghaziabad, Ludhiana, Agra, Nashik, Faridabad, Meerut, Rajkot, Kalyan and Dombivli, Vasai Virar, Varanasi, Srinagar, Aurangabad, Dhanbad, Amritsar, Navi Mumbai, Allahabad, Haora, Ranchi, Gwalior, Jabalpur, Coimbatore, Vijayawada, Jodhpur, Madurai, Raipur, Kota, Chandigarh, Guwahati, Solapur, Hubli and **(Continue to Next Page)**

Dharwad ,Bareilly ,Mysore Moradabad Gurgaon ,Aligarh ,Jalandhar,Tiruchirappalli ,Bhubaneswar ,Salem Mira and Bhayander, Thiruvananthapuram ,Bhiwandi Saharanpur ,Gorakhpur Guntur ,Amravati ,Bikaner ,Noida ,Jamshedpur ,Bhilai Nagar ,Warangal ,Cuttack,Firozabad ,Kochi ,Bhavnagar Dehradun ,Durgapur ,Asansol Nanded Waghala ,Kolapur ,Ajmer ,Gulbarga ,Loni Ujjain ,Siliguri ,Ulhasnagar Jhansi ,Sangli Miraj Kupwad Jammu ,Nellore ,Mangalore Belgaum ,Jamnagar ,Tirunelveli ,Malegaon , Gaya Ambattur , Jalgaon ,Udaipr Maheshkala ,Tiruppur ,Davanagere Kozhikode ,Kurnool. And Many More in India. **(If your city is not available in this list so call your Recruiting Manager)** For Abroad:-Canada, London, Dubai, San Francisco, Shanghai, Melbourne, Moscow, Singapore, Los Angeles, New York Only.

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Vacancies For these - Accounts Executive, Accountant, Part Time Accountant, Accounts Officer, Cost accountant, cost accountant trainee, cost controller, costing officer, Manager Indirect Taxation, Manager Direct Taxation, Taxation Executive ,Accounts Manager, Senior Accounts Manager, Regional Accounts Manager, Financial Accountant, Senior Financial Accountant, ICWA, ICWA INTER, ICWAI TRAINEE, Chartered Accountant, Practicing Chartered Accountant, Fresher Chartered Accountant, Finance Executive, Finance Trainee, Financial Advisor, Credit Control Executive, Manager Credit Control, Investor Relation Officer, Audit Executive, Forex Executive, Financial analyst, Treasury Executive, Treasury Officer, Finance Manager, Budgeting Manager, Assistant Company Secretary, CS, Industrial Engineer, Executive Industrial Engineer, Design Engineer, Senior Design Engineer, Factory Manger, Factory Head, Plant Head, General Manager, Assistant Engineering Manager, Production Executive, Executive Production Engineer Production Manager, Senior Production Manager, Production Head, Executive Quality Control, Executive Quality Assurance, Manager Quality Control Quality, Manager Quality Assurance, Product Development Executive, Product Development Manager, Workman, Foreman, Technician, Maintenance Engineer, Service Engineer, Project Manager, Production, Manufacturing, Maintenance, Safety Officer, Health Manager, Health Officer, Environmental, Vice President Operations, General Manager Operations, Environment engineer , environment officer, Associate , Senior Associate, Assistant Team Leader, Tele Marketing Executive , Telecalling Executive, Business Analyst , EDP Analyst, Business Development Executive, Transitions Executive , Migrations Executive, Operations Executive, Infrastructure & Technology Executive, Dialer Executive, Product Manager, Graphic Designer , Web Designer, Release Manager, Database Administration, Database Administrator (Oracle & SQL), Network Administrator, System Administrator, Security System Engineer, Technical Support Engineer, Maintenance Engineer, Webmaster & Seo Analyst, IT, Networking Manager, Business Analyst, Data warehousing Technician, DBA, Technical Writer, Instructional Designer, Sales Executive, Sales Officer, Counter Sales Executive, Medical Representative, Assistant Merchandiser, Business Development Executive, Sales, Bid Assistant Manager, Bider, Data Analyst, Junior Financial Analyst, Architect, Draughtsman (Bridge & Highway), Interior Designer, Yoga Instructor, Yoga Teacher, Yoga Trainer, CSR Executive, Chief Security Officer, Security Supervisor, Security Manager, R&D Executive, Analytical Chemistry Associate, Associate Scientist, Chemical Research Associate, Associate Scientist, Formulation Scientist, Formulation Chemist, Microbiologist, Executive Microbiologist, Medical Microbiologist, Nutritionist, Clinical Nutritionist, Biomedical Technician, Scientist B, Pharmacist, Chemist, Biochemist, Product Development Executive, Receptionist , Secretary, PA, Production Manager, Accessory Designer, Apparel Designer, Garment Designer, Textile Designer, Assistant Textile Designer, Jewellery Designer, Jewellery Cad Designer, Bartender, Senior Bartender, Hotel Night Manager, Night Auditor, Host, Sales Host, Restaurant Hostess, Showroom Hostess, Front Office Executive, Guest Relation Executive, HR Executive , Recruitment Executive, Recruiting Manager, Recruitment Manager, Payroll Executive, Compensation Executive, Industrial Relation Officer, Labour Officer, Transport Executive, Collection Officer, Collection Executive, Area Collection Executive, Phone Banking Executive, Crm Banking, Internet Banking Executive, Technical Support Executive , Technician, Technical Lead - Hardware, Hardware & Networking Installation Engineer, Hardware Administrator & Network Administrator, It Networking- Executive, Packaging Development Executive, Shipping , Marine, Civil Engineer, Civil Diploma, Electrical Engineer , Electrical Diploma, Mechanical Engineer , Mechanical Diploma, Process Engineer, Structural Engineer, Geographic Information Systems , GIS, Construction Engineer, Store Keeper, Warehouse Executive, Logistics Executive, Animation, Gaming, ITI, & Many More and For Freshers also. **(If According to your profile Vacancies is not available in this list so call to your HR Manager for confirmation)**

To Get This Opportunity Immediately in Tata Group. (Then follow these company Rules and Regulations). (Entries beyond this date and time will not be considered under any circumstances)

Compulsory Process- The Candidate has to pay a Refundable Application Processing fee & Assurance fee Rs. Two Thousand Seven Hundred Fifty Rupees Only (Rs. 2,750 with GST/CGST) On 04-08-2023 Before 05:00 PM in to the Tata Group (Accounts Administrator) Bank Account by (Google Pay, PhonePe, Amazon Pay ,Paytm Wallet, BHIM UPI), IMPS Transfer, RTGS, Mobile Banking, Net Banking Or By Money Transfer.

For the Tata Group Bank Account Details or QR Code Kindly Contact your Senior HR Manager Dr. Biswaroop Mukherjee.

After transferring the amount into the company account kindly Whatsapp the payment screenshot or money transfer information and then contact the HR Manager for payment confirmation email with gate pass. This letter as a token of your acceptance (Take the printout and fulfill this letter by hand handwriting)

The amount paid by the candidate is refundable or if you need to change your interview place or not this is a mandatory amount. Whether you belong to a local area or you belong to another city or any other state of India. It is so that the **company may ensure that the applicant is definitely coming to face the interview round on the date of interview on time.**

Amount Refunding Process- The Company will refund you the fee with 32% GST With 28% CGST) on the interview day. By Cash or Cheque or Google Pay/PhonePe/Paytm/UPI or Net Banking. In both conditions whether you are selected or not in the Interview. It is just a security amount of your presence on the day of interview and this is compulsory due to the company process. You have to show the copy of your payment transaction Number (Payment Successful screenshot, Paytm passbook. payment transaction number, Deposit slip) to the Accounts Department. To take your amount back.

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Reasons for payment- This is a measure we have taken to check bogus applications from unserious candidates who apply for jobs. Also make the above mentioned arrangements in order to give them a comfortable interview and they fail to appear for the Job Recruitment interview which causes a huge loss to the company, the interview Becomes shabby Hence we fail to recruit the needed manpower but with your security deposit we will be assured that our expenses will not be wasted. The Company will be responsible for all other expenditures to you at the time of Face-to-face meeting with you in the Company office.

04-08-2023 before 05:00 PM is the last date for Pay a Refundable Application Processing & Courier & Assurance fee.

If you fail to indicate your acceptance before 04-08-2023 before 05:00 PM- This Offer of employment will be withdrawn and cancelled. Late reporting candidates will not be allowed in this Interview process. (Note - Only for medical emergencies If you are late to making the payment so you just contact your Recruiting Manager). We are strictly concerned with time management as per the values of the Company. All other rules and regulations will be governed by the Company's policies as stated from time to time. We look forward to your joining us for a long, successful and mutually beneficial association.

After depositing your refundable fee you have to send us the Scan copies Now:-1. Transaction Screenshot (Any Money Transfer Apps Transaction Screenshot. Deposit Slip. 2. Passport size photograph. 3. Email Address. 4. Updated Resume 5.Your contact number. 5. Aadhar Card or Pan Card. by WhatsApp to your HR Number.

So first you have to follow the company rules and regulations and Submit your amount then the Human Resource Manager will change your Interview place From Here to your nearby preferred Interview location (City).

Important Note- If you are interested in this process so please read this interview call letter very carefully then you contact your HR Manager and discuss on point to point only. Because all call recorded by the company for training and quality purposes. It is an Online Selection Process So nobody company employee or customer care person is able to provide any kind of information to the candidate in spite of the authorized HR Manager. You can Contact in official working hours **Monday to Sunday-10:00 AM to 11:00 PM**. After the working hours your call is not accepted.

Note - 1st Step- Read This Letter Properly then only contact to the HR Manager.



(Digital Signature)



(Letter QR Code/Authorized Signatory/ Stamp)



Contact to Mr. Biswaroop Mukherjee (Senior HR Manager)

Phone & Whatsapp Number:- ☎ 703-762-9476



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Career With Us

Tata Group:-Registered office-Bombay House 24, Homi Mody Street Mumbai 400001 India. All contents © The Tata Group, 2023. All Rights Reserved.

Notice - If you want to receive email from Tata Email address for assurance. Then first send your Resume by email. For Email Click Here.

[\[After that keep an eye on your email inbox or spam folder also. & To View The HR Manager Identity Card- Click Here\]](#)