

	<b>PROFORMA NR.:</b>	<b>TPO20110817006</b>
<b>1</b>	Requirement Received Date:	17-08-2011
<b>2</b>	Requirement Received By:	Mahtab Singaporewalla(9823120771)(Head TPO)
<b>3</b>	Mode of Receival:	
	<b>a</b> - Personal Contact	-
	<b>b</b> - Phone	Yes
	<b>c</b> - Email	Yes
	<b>d</b> - Media (TV, Radio, Newspaper, Website, Job Portal, etc.)	-
	<b>e</b> - Post	-
	<b>f</b> - Job Fair	-
	<b>g</b> - Others	-
<b>4</b>	Received at Location/Office:	TPO Office
<b>5</b>	TPO Contact Point:	Mahtab Singaporewalla(9823120771)(Head TPO)
<b>6</b>	Received From:	
	<b>a</b> - Company/Institute	Birla Sunlife Insurance Co. Ltd
	<b>b</b> - Recruitment Agency	-
	<b>c</b> - Campus	-
	<b>d</b> - Student	-
<b>7</b>	Received From Contact Details:	Nitin Baviskar,Branch Manager,Birla SunLife Insurance Co.Ltd(9922001021)
<b>8</b>	Job Opening at Company/Institute Name:	Birla Sunlife Insurance Co. Ltd
<b>9</b>	Company Profile:	They are a young and vibrant organization that takes pride in being one of the fastest growing private Life Insurance companies in India.
<b>10</b>	Campus Institutes/Personnel to be contacted for this Role:	Soumya Shetty(9049235841)
<b>11</b>	Job Role:	Agency Manager
<b>12</b>	Job Domain:	-
<b>13</b>	Temporary/Permanent/Project Basis/Internship/etc.:	Permanent
<b>14</b>	Nr. of Vacancies:	1
<b>15</b>	Reporting To:	TBA
<b>16</b>	Role/Profile Details:	-
<b>17</b>	Job Location:	Pune
<b>18</b>	Placement Structure:	
	<b>a</b> - On Contract	-
	<b>b</b> - On Company Role	Yes

	<b>c</b>	- On Company's Partner's Role	-
	<b>d</b>	- Freelance	-
<b>19</b>		Required Educational Qualifications:	-
<b>20</b>		Required Professional Qualifications:	-
<b>21</b>		Any Technical Certifications:	-
<b>22</b>		Any Language Requirements:	-
<b>23</b>		Any Gender Requirements:	-
<b>24</b>		Any Other Special/Preferred Requirements:	-
<b>25</b>		Any Age Range/Limit:	-
<b>26</b>		On-the-job Travel? (Y/N):	-
	<b>a</b>	If "Y", Nr. of Days Per Month	-
<b>27</b>		Salary Range:	CTC:2.30lacks p a
<b>28</b>		Incentive/Perk Details:	-
<b>29</b>		Deadline Date for CV Dispersal:	DD-MM-YYYY
<b>30</b>		Candidate Selection Mode/Procedure:	
	<b>a</b>	- Outright (Y/N)	
	<b>b</b>	- On Recommendation (Y/N)	
	<b>c</b>	- Aptitude Test (Y/N)	
	<b>d</b>	- Technical Test (Y/N)	
	<b>e</b>	- Entrance Test (Y/N)	
	<b>f</b>	- Group Discussion (Y/N)	
	<b>g</b>	- Presentation (Y/N)	
	<b>h</b>	- Personal Interview (Y/N)	
	<b>i</b>	- Telephonic Interview (Y/N)	
	<b>j</b>	- Video Conferencing (Y/N)	
<b>31</b>		Any Special Points for Selection Procedure:	
<b>32</b>		Selection Date:	DD-MM-YYYY
<b>33</b>		Selection Time:	DD-MM-YYYY
<b>34</b>		Venue Details of Selection Procedure:	
<b>35</b>		Contact Details of Selection-in-Charge:	
<b>36</b>		Any Special Requirements for Selection Venue:	
<b>37</b>		Tentative Targetted Joining Date:	DD-MM-YYYY
<b>38</b>		Placement Closure Date:	In Progress