



TRAINING PLACEMENT & INDUSTRY INTERFACE DEPARTMENT SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)
Ph. 0121-2439043, 2439052, +91 7302319995; Telefax: 0121-2439067
e-mail: placement@subharti.org, Website: www.subharti.org



Ref. No. Dir/T&P/2025-26/64

Date: 11th March 2026

PLACEMENT NOTICE

Subject: Recruitment Drive of British Telecom for BBA/ B.Com/ B.Com. (Hons), MBA /M.Com 2026 passing out Students.

Jai Hind,

This is to inform Faculty of Management and all BBA/ B.Com/ B.Com. (Hons), MBA /M.Com. 2026 passing out Students that Training, Placement & Industry Interface Department of Subharti University, Meerut is conducting Recruitment Drive of British Telecom. The details are mentioned below.

1	Company	British Telecom
2	Type	Will be informed later
3	Date of Drive	Will be informed after registration
4	Company Profile	British Telecom BT Group is a leading British multinational telecommunications company, headquartered in London, providing fixed-line, broadband, mobile, and television services to millions of customers globally and across the UK. As the UK's primary network provider (via Open reach), it focuses on connecting people, businesses, and public sector organizations.
5	Website	https://www.bt.com/about/bt
6	Stream	BBA/ B.Com/ B.Com. (Hons), MBA /M.Com
7	Designation	Trainee Associate (Role:- Bill To Cash Trainee Associate Apprentice)
8	Eligibility	<ul style="list-style-type: none"> • Basic Accounting/Finance knowledge. • Excellent Verbal & Written Communication skills. • No Backlogs. • Freshers – No Work Experience, No PF Account and should not have been an apprentice in any other organization. • Should not be selected for, or in the middle of any ongoing process for, any other role at BT Group.
9	Job description	<ul style="list-style-type: none"> • Key Roles & Responsibilities : <ul style="list-style-type: none"> • Order to cash responsibilities – related to pricing, invoicing, credits, accounts receivables, cash application, collections, query handling & reporting. • The role involves pricing for the circuits and the calls that the customer makes through the BT network. • Invoicing and supporting activities related to billing systems. • Working on cash applications, a part of the accounts receivable process that applies incoming payments to the correct customer accounts and receivable invoices. • Performing a range of operational processes delivering against key measures that support our business objectives, our stakeholders and most importantly our customers. • Executing daily, weekly and monthly tasks to ensure operational delivery. • Responsible for workflow activities of all requests and manage enquiries to completion • When dealing with customers (internal or external) aspire to deliver an excellent customer experience • Supporting team leaders and GBS management with your domain expertise offering advice and guidance where appropriate. • To highlight to SMEs and line management any issues that may affect customer satisfaction and share best practice within the team.



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		<ul style="list-style-type: none">Understand and follow relevant and appropriate legal, regulatory and compliance guidance including audit documentation, seeking support if needed.Adhere to relevant shift patterns and break schedules.
10	Hiring process	<ol style="list-style-type: none">1. Online AMCAT test – Virtual process2. Online SVAR round test – Virtual process3. Operations/ HR Round – In person(On campus/ Or Virtual)
11	Joining	Immediate
12	Eligibility criteria	<ul style="list-style-type: none">No BacklogsStudent must be willing to relocate to GurugramStudent should not have any prior work experience2026 Pass Out BatchesShould not be selected for, or in the middle of any ongoing process for, any other role at BT Group
13	Mandatory Documents required	<ul style="list-style-type: none">PAN Card (Student cannot be hired in BT without the PAN card)Aadhar CardPassport PhotographOfficial Degree & Marksheet
14	Job Location	Gurugram
15	Compensation	Stipend: ₹21,679 CTC Post 1 year: 3LPA Other Benefits : Door to door pick up/drop facility within 50km of service zone
16	Company Registration Link	https://forms.gle/bg4j471dZ2ppm4KM8
17	University Reg. Link	https://forms.gle/dhUMXPe9HsENwWWA7

Note: All the students are advised to study the Job Description and about the company before attending the interview process. **All the candidates need to register on the given links to attend this drive till EOD on 13th March 2026**

Ankit Bhardwaj
(Section Officer)
For Director T& P

CC:

Hon'ble Vice Chancellor Sir (For his kind Information)
Registrar Sir
Dean: Faculty of Management
T & P Coordinator