



<https://internsschool.online/job/bank-of-india-summer-internship-opportunities-for-students/>

Bank of India Summer Internship Opportunities For Students

Description

Bank of India is seeking a dedicated and customer-focused Customer Service Representative to join our team. As a Customer Service Representative, you will be the face of the bank, responsible for providing exceptional service to our valued customers. Your primary role will be to assist customers with their banking needs, resolve inquiries, and promote our products and services.

Responsibilities

1. Greet customers and assist them with various banking transactions, including deposits, withdrawals, and account inquiries.
2. Provide information on the bank's products and services, including loans, savings accounts, and credit cards.
3. Address customer inquiries and resolve issues promptly and professionally.
4. Process and verify customer transactions accurately while adhering to security and compliance protocols.
5. Educate customers on digital banking solutions and assist with online and mobile banking setup.
6. Cross-sell and upsell bank products to meet individual and team sales targets.
7. Maintain a clean and organized work area and ensure the branch is presentable.
8. Collaborate with team members to achieve branch goals and objectives.
9. Participate in training programs to stay updated on banking policies, procedures, and regulations.
10. Adhere to all security and confidentiality guidelines to protect customer and bank information.

Qualifications

- High school diploma or equivalent; Bachelor's degree in finance or related field preferred.
- Prior experience in customer service or banking is a plus.
- Strong interpersonal and communication skills.
- Detail-oriented with excellent problem-solving abilities.
- Basic knowledge of banking products and services.
- Ability to work independently and as part of a team.
- Proficiency in computer applications and willingness to learn new software.

Experience

- Entry-level candidates are welcome to apply.
- Previous customer service or banking experience is advantageous but not mandatory.

Skills

Hiring organization

Bank of India

Employment Type

Intern

Duration of employment

6 months

Industry

Banking, Financial services

Job Location

Mumbai, Maharashtra, India,
400001, Mumbai, Maharashtra,
India

Working Hours

8

Base Salary

10

Date posted

June 10, 2025

Valid through

17.09.2027

- Excellent customer service and communication skills.
- Proficient in Microsoft Office Suite.
- Familiarity with banking software and digital tools.
- Sales and cross-selling skills.
- Attention to detail and accuracy.

Job Benefits

- Competitive salary and performance-based incentives.
- Comprehensive training programs and career development opportunities.
- Health and dental insurance.
- Retirement savings plans.
- Employee discounts on banking products.
- Friendly and inclusive work environment.

Contacts

To apply for this position, please submit your resume and cover letter to

BOI.CallCentre@bankofindia.co.in

Join Bank of India and be a part of a dynamic team that values professionalism, customer satisfaction, and personal growth. We look forward to welcoming you to our family!