SVC Co-operative Bank Ltd., formerly known as The Shamrao Vithal Co-operative Bank Ltd., is a trusted institution with a legacy of over 119 years and counting. SVC Bank is one of the leading Multi-State Scheduled Urban Co-operative Bank with a network of 203 branches spread across 10 States & 1 Union Territory in India. For more details, please visit our website: https://www.svc.bank.in

As a part of our growth journey, we are looking forward to on-board experienced candidates for the position of **Change Manager (Inventory Management, Change Management & IT Maintenance)** in our Bank.

The details are mentioned herein: -

Position: Manager – Change Manager (Inventory Management, Change Management & IT Maintenance)

Location: Mumbai

Eligibility Criteria:

Age: Preferably within 30 years to 40 years.

Qualification: Graduate or postgraduate degree in Engineering (B.E. / B.Tech in Computer Science / IT / Electronics), MCA, M.Sc. (IT / Computer Science) or equivalent qualification.
ITIL Foundation / Intermediate certification preferred.

Experience and skills:

- 7–10 years of experience in IT service management, change management, IT asset management or IT infrastructure operations, preferably in a bank / BFSI organisation.
- Good knowledge of ITIL change, configuration and asset management processes and ITSM tools.
- Experience in vendor / AMC management, IT audits and MIS reporting.

Job Role:

Responsible for maintaining accurate IT asset and inventory records, coordinating IT changes, and ensuring effective preventive and corrective maintenance of IT infrastructure and applications.

- Maintain IT hardware, software, network and application inventory with accurate asset records.
- Manage asset allocation, movement, warranty, AMC / contract and lifecycle information.
- Coordinate Change Management activities, including change requests, impact assessment, approvals, implementation and closure.
- Maintain change records and ensure changes are implemented in accordance with approved procedures.
- Coordinate preventive and corrective maintenance of IT infrastructure, systems and applications.
- Monitor AMC / vendor activities and ensure timely resolution of maintenance issues.
- Coordinate with application, infrastructure, network, security and vendor teams for maintenance activities.
- Ensure proper documentation of maintenance, changes, incidents and asset movements.
- Support IT audits by providing inventory, change-management and maintenance records.
- Ensure compliance with the Bank's IT policies, security requirements and regulatory guidelines.
- Prepare periodic MIS and management reports on inventory, changes, maintenance and asset lifecycle.

- Identify opportunities for standardisation, automation and optimisation of IT asset and maintenance processes.

If you wish to join the growth story in one of the leading co-operative sector banks, please send in your detailed resume along with photograph to careers@svcbank.com

Please mention position applied for in the subject line of the e-mail. Also, kindly note the following points: -

- Candidates must fulfil eligibility criteria as mentioned above.
- Details such as mobile number and e-mail ID mentioned in the resume should be valid and kept active during the recruitment process. These details would be useful for us in sharing instructions regarding interviews, documents, feedback, etc.
- Resume should be shared via e-mail only. No other modes of application will be accepted.
- SVC Bank does not engage any Agents / Agency for recruitment of any on–roll employees.

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