

Ref. No.: RU/TPO/2023/07/03

July 17 ,2023

NOTICE

Placement – Foster Club

Job Roles	Jr. HR Manager (Talent Acquisition)
Vacancies	4
Location	GIFT City, Gandhinagar, Gujarat
Eligibility	Any Degree (UG/PG)
Eligible pass-out batches	2023, 2022, 2021
Joining	Immediately
Compensation	INR 3 LPA (Fix)

Important Points:

1. The application requires an **updated CV/Resume** (in **PDF** format)
2. The application has **4 mandatory video questions** (60 seconds each) that the candidate needs to record in **LIVE mode**. The application will be rejected without proper videos

Application Link: <https://talent.fosterclub.io/job/public/share/job/4740b06e-9fd1-4afa-8b11-96c5627a8337>

Job Description is given below

Students interested may revert to Ms., Preeti Das, Placement Coordinator, Rai School of Management by July 29, 2023

Rajesh Nair
Training & Placement
Corporate Resource Cell

Jr. HR Manager (Talent Acquisition)

Job Responsibilities

- Increasing outreach to Pan-India campuses for Fresh Graduates hiring
- Building and maintaining strong and effective relations with college placement cells and training and placement officers
- Actively participate in pre-campus, campus and post-campus recruitment activities on and off campus
- Creating pre-screening Chatbot based on the given criteria and posting jobs in multiple campuses
- Pre-screening candidates based on the pre-defined criteria and identify suitable candidates for a particular role
- Maintaining strict records of end-to-end recruitment cycle for individual jobs
- Acting as a point of contact for candidate queries and concern resolution
- Participating in brainstorming and strategy meetings for streamlining recruitment processes
- Planning interviews, selection procedure, and scheduling interviews for specific job openings
- Advertising vacancies on all major job posting sites, on the company's website, and on various professional network platforms
- Compiling collective feedback of the interview from the technical team and adding details to the companies recruitment record
- Good knowledge of social media ads and hiring
- Ability to positively represent the organization to potential candidates Job Requirements
- Any Graduate or Postgraduate who is interested in making a career in Human Resource/Talent Acquisition
- Exceptional written and verbal communication skills with high confidence (this is a non-negotiable)
- Extremely high appetite for learning and growth
- Candidate needs to be self-motivated and should be able to able to work under strict deadlines and pressure
- Flexibility and adaptability to work on different requirements at the same time
- High ethics and moral values with above average Emotional Intelligence (EQ)

Compensation

INR 3 LPA (fix)

Location

GIFT City, Gandhinagar, Gujarat



Project Summary

Department	Objective of the Program
Pride of Cows – B2C	1) Competitor tracking and analysis 2) Study current market trends 3) Identifying new innovative marketing activities in given territory 5) Assisting BDE in day to day plan 6) Make presentation reports 7) Customer acquisition with BTL activities 8) Relationship building with customers 9) Market visits and research about the product and identify the right opportunity for the same 10) Identifying bloggers collaboration

	11) Conduct customer interactions, feedbacks & surveys
Pride of Cows – B2b	<ol style="list-style-type: none"> 1) Market visits with SO 2) Tracking of the Stock in the given stores 2) Relationship building with store managers 3) Mapping and tracking of marketing activities at the stores 4) Assiting SO for market visits 5) Making report

Selection for internship – In case of few students a one to one zoom meeting may be conducted and if number of Students are in large number, a company representative may come down to our campus for conducting GD (Group Discussion)

Interested MBA – Sem 2 students may please arrange to send their CVs to CRC@RAIUNIVERSITY.EDU with the subject of the mail as Summer Internship – Parag Milk Foods Ltd. Followed by name of the student

LAST DATE - FEBRUARY 14,2023

Rajesh Nair
Training & Placement
Corporate Resource Cell