



AMITY TECHNICAL PLACEMENT CENTRE

DELHI | GR. NOIDA | GURUGRAM | GWALIOR | JAIPUR | LUCKNOW | NOIDA

TRINITY GLOBAL TECH INC. **Campus Recruitment - 2018 Batch**

Batch	2018
Website	www.tgtus.com
Date of Joining	8th Jan 2018
<u>Most Important Instructions</u>	<ol style="list-style-type: none"> 1. Students who are interested need to download NOC certificate and get it printed on Institute letter head, duly signed by HOI (Not HOD/ PL) of their respective institution. 2. Only those students will be allowed to appear in this process, who will have NOC certificate in their hand duly signed by their HOI's. All NOC certificate will be checked at Entry Gate. 3. After taking NOC from HOI students need to apply in the link given below
<u>How to Apply?</u>	<p>CLICK HERE</p> <p>(Last Date to apply for this placement drive is 24th Oct 2017 by 4:00 PM.)</p>
Job Title	Associate Technical Recruiter
Eligible Degrees	B.Tech / M.Tech / MCA / B.Sc
Eligible Branches	MAE / CIVIL / ELECTRICAL / BIOTECH/BIO INFO/ FOOD TECH/ NANO TECH
Eligibility Criteria	24*7 Environment
Location	India – Noida
Compensation (CTC)	2.4 LPA
Roles & Responsibilities	<ul style="list-style-type: none"> • Design innovative sourcing strategies to attract candidates from job boards and social networking like LinkedIn in a cost effective manner. • Develop strong awareness and understanding of the business and functional areas of responsibility of target and hire best talent. • Work in partnership with hiring managers, providing guidance and support and recommendation and candidate for interview.

	<ul style="list-style-type: none"> • Have a good understanding of the candidate market for areas of responsibilities and develop innovative sourcing options. • Ensure that all processes are followed in line with agreed methodology. • Keep abreast of market intelligence and industry trends.
Other Desired Skills / Competencies	<ul style="list-style-type: none"> • Use Outlook, WORD, Excel, PowerPoint, Internet Explorer • Candidate should have sound knowledge in IT • Candidate should possess excellent written and verbal communication skills. • Candidate should be proactive, energetic, confident and responsible . • Candidate should be very conversant with all advanced formulas of Excel . • Candidate should have knowledge in MS office , good understanding of social media and good typing skills . • Should be able to work in an aggressive environment. • Stability (who are looking for a long term opportunity) • Learning Attitude and Pleasant Personality
Process	<ul style="list-style-type: none"> • Presentation • Written Test • Group Discussion • HR Interview
Documents Required	<ul style="list-style-type: none"> • Hard Board for Writing Exam • Campus ID Card • College ID Card • Photocopies of all Mark sheets • Two Updated Resume • Five A4 sheets for rough work
How to Apply?	<p style="text-align: center;"><u>CLICK HERE</u></p> <p>(Last Date to apply for this placement drive is 24th Oct 2017 by 4:00 PM.)</p>

My Best Wishes are with you!

Dr. Ajay Rana
Advisor