



Prahladrai Dalmia Lions College of Commerce & Economics
ISO 9001:2015 CERTIFIED

NOTICE

Placement Cell

Interns: BMS/MBA/PG (HR)/any graduates

No of positions: 20 positions

Skills Required: 1. Good English Communication
2. Basic Computer Knowledge
3. Confidence
4. Self Driven Motivated candidates and Energetic
5. Out of box thinker

1. Unpaid Internship : 1.00 pm to 7.00 pm
2. Paid Internship : 9.30 am to 7.00 pm
3. Required Immediate Joiners
4. Exam Leaves will be considered
5. Minimum duration of internship is 3 months

Internship Benefits:

1. Hands-on experience and exposure to the End-to-End recruitment process.
2. Opportunities for skill development and learning different types of recruitment.
3. Mentorship and guidance from our experienced professionals in HR.
4. Networking opportunities within our organization and industry.
5. Certificate & Letter of Recommendation after completion of the internship.

Prior Internship experience in HR or any field will be considered at the time of interview.

Please find the JD below.

Above conditions of stipend depend on case to case bases.

Certificate: YES

Letter of Recommendation : Based on good performance

Job Profile: 1. Candidates data Churning all respective industries
2. End to End Recruitment
3. Training as mentioned below

Training : 1. Fundamentals of Recruitment
2. Process of Recruitment
3. End to End Recruitment Format
4. Recruitment for particular industries knowledge (BFSI, E Commerce, IT, etc)
5. Trained and will be given Job Portals (Naukri, Shine ,cost effective job portals etc)
to work on it
6. Data Churning
7. Mapping

8. Head Hunting
9. Different Companies Knowledge
10. Pitching
11. General Training like (Personality Development, Leadership Skills, Email and Verbal Communication etc)

Please find our company profile.

Great to connect with you. Since 2011, Acme has been providing HR recruitment solutions to major brands across industries where Fashion/Retail being their core strength.

What sets us apart from other recruitment firms is our **blazing fast response time** and **commitment to quality recruitment**.

We are the '**Exclusive HR Recruitment Partner**' for over 200 firms Pan India and globally. Acme has been providing HR recruitment solutions to major brands across the globe in multiple industries such as IT, BFSI, e-Commerce, Retail and Healthcare. We are creating a global footprint by providing onshore and offshore recruitment solutions for clients in the Gulf and APAC region. Our international client list includes Majid Al Futtam, Mastercard, Ernst & Young, Media.net, 6th Street, Media.net and many more. We have helped them recruit talent across various teams such as IT, Marketing, Sales, Finance, Customer Support, HR etc.

We have a vast internal database of talent generated through Headhunting, Portals, Mapping, References and social media.

We have functionality specific recruiters who do final screening before pushing the candidates to the clients for screening. This ensures that only quality candidates make the cut. We have a team of 120 recruiters who handle all levels of recruitment ranging from top, mid to entry level.

Apart from Recruitment Services, we also offer:

- Payroll Management,
- Contractual Staffing Services
- Compliance Solutions
- Training and Development Solutions

We have become the **one-stop HR Solutions partner** for many companies because of our expertise in this domain

Interested Candidates are requested to give their names to Placement Cell or their Mentor on before 18th January 2024

Prof. Subhashini Naikar
Vice Principal & Placement Officer

Prof.(Dr.) D.N.Ganjewar
Principal

DI/N-STD/GEN/00
08/01/2024