



AMITY TECHNICAL PLACEMENT CENTRE

Company Name	Sirion Labs (Interns - Human Resource)
Registration Period Start Date	2023-05-08
Registration Period End Date	2023-05-09
About Company	SirionLabs is a leading SaaS company focused on developing leading edge AI-led solutions for the legal and contract management space.
Website	www.SirionLabs.com
Date Of Campus	2023-05-13
Venue	Virtual
Joining	2023-05-17
Job Title	Intern – Human Resources
Employment Type	Internship
Eligible Degree	
Eligible Branches	MBA HR
Eligible Criteria	No Criteria
Roles & Responsibility	Responsible for Training coordination and regular communications. • Responsible for data management, reporting and presentation. • Responsible for helping in driving new and existing L&OD/HRBP programs. • Active support in TNI, Monthly surveys, Feedback and Attendance. • Support in Quarterly Survey Execution & Reward and Recognition.
Service Aggrement, If Any	NA
Other Skill	Excellent written and verbal communication. • Proficiency in all Microsoft Office applications such as MS Excel, PowerPoint & word. • The ability to work as part of a team.

	<ul style="list-style-type: none"> • Strong analytical and problem-solving skills. • Desirable Skills – Canva, graphic designing and aptitude to learn newer applications and technologies
Package	Stipend Rs. 25000/- PM for six months
Location	Delhi NCR
Recruitment Process	Two rounds of interviews (Virtual rounds)
How to Apply	Logon to your Amizone Account and go to the respective company and click on apply tab
Representative from ATPC(For any Guidance/ Query)	Mr. Anil Kumar Sharma (asharma1@amity.edu)
	[Click Here To Apply]

Best Wishes

Anjani Kumar Bhatnagar

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