



## AMITY TECHNICAL PLACEMENT CENTRE

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

### CVENT

#### **Campus Placement - 2020 Passing Out Batch**

**(Only for Unplaced, Eligible & Registered Students)**

**Registration Mandatory. Deadline to Register- 27<sup>th</sup> August 2019, till 10 am**

<b>Company</b>	Cvent		
<b>Batch</b>	2020 Passing Out Batch		
<b>Joining</b>	Jan 2020		
<b>Date of Hiring</b>	18 <sup>th</sup> September 2019		
<b>Reporting Time</b>	9 am sharp		
<b>Venue</b>	E-2 AUDITORIUM		
<b>Job Title</b>	Associate Product Consultant		
<b>Eligible Degrees</b>	B.Tech / BCA / B.Sc		
<b>Eligible Branches</b>	All Branches		
<b>Eligibility Criteria</b>	10 <sup>th</sup>	-	60 %
	12 <sup>th</sup>	-	60 %
	Graduation	-	6.0 CGPA/60% & above
<b>Location</b>	Gurgaon		
<b>Stipend</b>	4.00 LPA		
<b>Note</b>	Rotational Shifts (primarily US Based clients) depending upon the business requirements		
<b>Service Agreement</b>	30 Months		
<b>Roles &amp; Responsibilities</b>	<ul style="list-style-type: none"><li>• Client support and technical assistance</li><li>• Offer best practice tips to clients to boost their meeting attendance via Cvent's marketing engine.</li><li>• Gather client requirements for future releases of the product</li><li>• Create and maintain all product documentation.</li><li>• Implement and manage the online portion of client events as and when needed</li><li>• Gather client requirements and implement them in Cvent's event management software.</li><li>• Communicate with the client and review the initial implementation with them and make required changes.</li><li>• Provide suggestions to the client to improve the overall result of the implementation and help the client meet their goals.</li><li>• Document all communication with the client in Cvent's CRM software.</li></ul>		

<b>Skills Required</b>	<ul style="list-style-type: none"> <li>• Excellent communication skills (verbal and written)</li> <li>• Strong business acumen, ethics, and high integrity.</li> <li>• Must be articulate, organized, detail-oriented and can multi-task.</li> <li>• Quick learner, with a positive attitude and ability to work well within a team.</li> </ul>		
<b>Dress Code</b>	<ul style="list-style-type: none"> <li>• Strictly Formals</li> <li>• Only and Only White shirt and Black Trouser, Tie, Full Length Socks, Black Shoes for Boys</li> <li>• Similar related Outfit for female candidates.</li> <li>• Students in any other combination or colour of formal will be sent back</li> </ul>		
<b>Documents Required</b>	1	Campus ID Card	: Mandatory
	2	College ID Card	: Original as well as Photocopy
	3	Passport Size colour Photos	: Five in Numbers
	4	Photocopies of all Mark sheets	: X, XII, UG (All Semesters)
	5	Updated Resume	: Two in Numbers
	6	A4 sheets for rough work	: Five in Numbers
	7	Stationery items	: Stapler, Glue Stick, Pen, Pencil, Eraser etc
	8	1 Government photo ID Proof	: Original as well as Photocopy
<b>How to Apply?</b>	<p><b>All interested and Eligible students need to apply on the link below latest by</b></p> <p><b>27<sup>th</sup> August 2019 till 10 am</b></p> <p><a href="https://www.cvent.com/events/cvent-campus-recruitment/registration-94c95938dca94470a1e93cc58f46b962.aspx?fqp=true">https://www.cvent.com/events/cvent-campus-recruitment/registration-94c95938dca94470a1e93cc58f46b962.aspx?fqp=true</a></p>		

**My Best Wishes are with you!**

**Prof (Dr.) Ajay Rana**

Ph.D (CSE) & M.Tech (CSE) - Two Time Gold Medalist  
SMIAENG, SMIACSIT, LMISTE, LMPF, LMCSI & MIET (UK)

**Senior Vice President – Amity Education Group**  
**Dean – Industry & Academia Alliance**  
**Advisor – Amity Education Group**