



**RGF**  
**Campus Recruitment - 2020 Passing Out Batch**  
**(ONLY FOR UNPLACED STUDENTS)**

<b>Company</b>	RGF		
<b>Batch</b>	2020 Passing Out Batch		
<b>Joining</b>	Jan 2020		
<b>Date of Campus</b>	Will Be Informed Later		
<b>Job Title</b>	Associate		
<b>Eligible Degrees</b>	B.Tech / BCA / BBA/ B.Sc / M.Sc / MCA		
<b>Eligible Branches</b>	All Branches		
<b>Eligibility Criteria</b>	10 <sup>th</sup>	-	No % Criteria
	12 <sup>th</sup>	-	No % Criteria
	Graduation	-	No % Criteria
	Post-Graduation	-	No % Criteria
<b>Location</b>	Gurgaon		
<b>Compensation (CTC)</b>	INR 3.0 LPA		
<b>Roles &amp; Responsibilities</b>	<ul style="list-style-type: none"> <li>• Design and implement overall recruiting strategy</li> <li>• Develop and update job descriptions and job specifications</li> <li>• Perform job and task analysis to document job requirements and objectives</li> <li>• Prepare recruitment materials and post jobs to appropriate job board/newspapers/colleges etc.</li> <li>• Source and recruit candidates by using databases, social media etc.</li> <li>• Screen candidates resumes and job applications</li> <li>• Conduct interviews using various reliable recruiting and selection tools/methods to filter candidates within schedule</li> <li>• Assess applicants' relevant knowledge, skills, soft skills, experience and aptitudes</li> <li>• Onboard new employees in order to become fully integrated</li> <li>• Monitor and apply HR recruiting best practices</li> <li>• Provide analytical and well documented recruiting reports to the rest of the team</li> <li>• Act as a point of contact and build influential candidate relationships during the selection process</li> <li>• Promote company's reputation as "best place to work"</li> </ul>		
<b>How to Apply?</b>	All interested and Eligible students need to apply on the link below latest by 20 <sup>TH</sup> December 2019, 4PM		

	<a href="#">CLICK HERE</a>  (Late Entries will automatically get deleted)
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**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**