



AMITY TECHNICAL PLACEMENT CENTRE

DELHI | GR. NOIDA | GURUGRAM | GWALIOR | JAIPUR | LUCKNOW | NOIDA
MUMBAI | RAIPUR | RANCHI | KOLKATA | PATNA

PAINTLAB

Virtual Campus Recruitment – 2021 Passing Out Batch

Only for Students of Amity Education Group

Last Date to Register – 4:00 PM, 30th June 2021

Company	PAINTLAB
Website	https://www.paintlab.co.in
Batch	2021 Passing Out Batch
Date of Campus	Will inform be informed
Joining	Immediate
Job Title	Operations Manager
Eligible Degrees	MBA
Eligible Branches	All Streams
Eligibility Criteria	No % Criteria
Location	Gurugram
Job Responsibilities	<p>Reporting Structure.</p> <ul style="list-style-type: none">• Reports to CEO. Manages all operations of Paint Lab to ensure timely delivery in accordance with the Operations Plan. <p>Result Statement.</p> <ul style="list-style-type: none">• Accountable to produce the following results: -• Ensure that effective systems, processes and controls are set up and compliance adhered to for smooth day to day operations of the business.• Ensure First Contact Resolution (FCR) rate of 90%• Oversee IT solutions and event management processes to ensure smooth operation of all courses and workshops (online)• Ensure Participant Satisfaction and post engagement support.• Ensure lead nurturing and lead conversion.• Ensure Customer satisfaction by closure of all process at customer end related to payments, queries, feedback through various online and offline communication channels. <p>Work Listing</p> <ul style="list-style-type: none">• Create and continuously update manuals for standard operating procedures.• Ensure seamless operations and fix for any disruption in operations immediately.

	<ul style="list-style-type: none"> • Ensure all technological back up and bring to the attention of CEO any issue to be addressed for continuation of effective operations. • Send newsletters and updates post the course. • Develop and maintain customer satisfaction and preference dashboard. • Generate and share certificates to interested candidates
Compensation (CTC)	INR 3.50 LPA
How to Apply?	<p>Interested and eligible students need to apply on the link given below latest by 4:00PM, 30th June 2021.</p> <p><u>CLICK HERE</u></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