

Training, Information & Placement Office

TIPO Bldg., MEFGI Technical Campus, Rajkot-Morbi Road, At & PO: Gauridad, Rajkot 360003.
Tel. : +91-281-2924155/156. Website: www.marwadieducation.edu.in

ON CAMPUS DRIVE NOTICE

JOB DETAILS	
Company Name	UNIVERSAL HUNT Company Website : www.universalhunt.com , www.unihuntconsulting.com , www.aeontrade.com , www.leadtown.in
Designation	Consultants (60 Positions) in Ahmedabad (a) Bus. Consultant/Consulting Partner – (HR) (b) Business Dev. Executive : (1) Investment Banking (2) Engineering Consulting; (3) Information Technology)
Job Description	<p>Business Consultant/Consulting Partner (HR) :</p> <ul style="list-style-type: none"> • Sourcing resumes from different job portals as per the requirement from client company • Using networking in order to attract business from client companies. • Developing a good understanding of client companies, their industry, and their work culture and environment. • Completing a search of the candidate database to find the right person for the employer's vacancy. • Building relationships with clients. • Headhunting - identifying and approaching suitable candidates. • Briefing the candidate about the responsibilities, salary and benefits of the job in question. • Requesting references and checking the suitability of applicants before submitting their details to the employer. • Formatting resume's and correspondence to forward to clients in respect of suitable applicants. • Organizing interviews for candidate as requested by the client. • Informing candidates about the results of their interviews. • Negotiating pay and salary rates and finalizing arrangements between client and candidates. • Offering advice to both clients and candidates on pay rates, training and career progression. • Reviewing recruitment policies to ensure effectiveness of selection techniques and recruitment program • Responsible for End to End recruitment consulting including Talent Search, Headhunting, Business Development and client coordination in India as well as international markets. <p>Business Development Executive :</p> <ul style="list-style-type: none"> • For doing Business Development within the Recruitment Sector should maintain strong existing relationships. • Exceptional Communication and Presentation skills both written and spoken. Commercial Acumen and Strong network of contacts. • Work very closely with clients for identifying, analyzing, and resolving any complex management problems. • Preparing business (consultations) proposals, discussing same with clients, and following up accordingly • Strategize new opportunities for business acquisition and penetration with existing and new clients. • Identifying the decision makers and decision influencers in the prospective companies. • Contacting the decision makers and influencers and introducing the company offerings to them.

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	<ul style="list-style-type: none"> • Prepare presentation & proposals and coordinate with customer as well as company management. • Analyze and provide accurate Marketing information to company management. • Analyze the solutions and services the company has to offer to its customers vis-a-vis the competitors in the market. • Achieve the HR Services sales goals and the milestones as set by the company. • Capability mapping against the client processes.
Job Process	(1) Pre-placement talk (2) Written Exam (3) HR interview
Salary Package	Rs. 1.40 LPA to Rs.1.80 LPA
ELIGIBILITY PARAMETERS	
Qualification	MBA/PGDM/B.E./MCA (Average 55% in SSC, HSC & Graduation) Candidate should be educated throughout in English Medium
Required Skills	<ul style="list-style-type: none"> • Candidate should be exceptionally Sharp, Swift, Street-smart, Presentable with Excellent Written and Oral Communication skills in English and high grasping power. • Should be very proficient in PC software packages of MS office as well as usage of internet. • Should be educated throughout in English Medium <p>Behavioural Competencies:</p> <ul style="list-style-type: none"> • Excellent interpersonal and communication skills, both written and verbal, along with an ability to influence and motivate others. • Possesses superior organizational skills. Is able to effectively manage multiple tasks and meet deadlines consistently • Proactive and able to solve problems effectively and rapidly using excellent analytical skills • Proven consistently high levels of customer service performance • Flexible and adaptable to changing business needs. • Ability to confidently source and approach new prospects, utilizing excellent presentation skills. • Skilled in the art of networking, as evidenced by current contacts in the local professional and business community.
Registration	Latest by 15th March 2014 before evening.
CONTACT DETAILS	
TIPO Contact Person	Mr. K.S.R. Swamy (97277-24695)
Venue	TIPO BUILDING, MARWADI EDU. FOUNDATION CAMPUS, Rajkot-Morbi Road, At & PO: Gauridad, Rajkot 360003.
Date & Time	Before end of March 2014.

About the Company :

Universal Hunt provides one stop solution to most of our clients by extending consulting services in all domains. Ours is the only consulting firm with our own non-commercial online Portal www.universalhunt.com. We have built a databank of more than 25 Million candidates over a period of time, which allows us absolute success in any mandate in shortest time span with 100% client satisfaction.

We serve more than 1000 international clients across all sectors and industries in more than 20 countries. We have clients in UK, Germany, Belgium, South Africa, Netherlands, Singapore, India, United Arab Emirates, Saudi Arabia, Bahrain, Oman, Qatar, Yemen, Libya, Tanzania, Kazakhstan, Tunisia, Jordan, Nigeria, Kenya and Malaysia, Uganda, Hongkong, Australia and many other countries.

