

## **ARKA JAIN UNIVERSITY**

### **TRAINING & PLACEMENT DEPARTMENT**

# **PLACEMENT OPPORTUNITY @ NORLOX SOLUTIONS**

**NOTICE NO.: AJU/T&P/UG/0048/20-21**

**NOTICE DATE: 13-09-2021**

**NAME OF COMPANY: NORLOX SOLUTIONS PVT. LTD.**

**PAYROLL COMPANY NAME: NORLOX SOLUTIONS PVT. LTD.**

**Registration Deadline is 11:00 am, 14<sup>th</sup> September 2021**

**CORPORATE OFFICE ADDRESS:**

Norlox Solutions Pvt. Ltd., AI - 67, 3rd Floor, Street No. 29, near Aihirini Market, New Town, Kolkata – 700156

**OFFICIAL WEBSITE: <https://www.norloxsolutions.com/>**

**ABOUT COMPANY:**

They, at Norlox Solutions, offer Website Designing, Digital Marketing, Graphic Designing and IT Consulting solutions to a diversified area of various industries. Working with Norlox Solutions provides you with the opportunity to get the assistance from the selective team of experts of the various fields from across the nation along with the dedicated work and combined resources which in a way pave the path of success gradually.

**JOB DESIGNATION: IT RECRUITER**

**JOB LOCATION: KOLKATA, WEST BENGAL**

**ELIGIBLE COURSE & SPECIALIZATION: BBA/BCOM/BA (ENGLISH, JOUR. & MASS COMM, ECONOMICS)**

**ELIGIBLE PASSING YEAR: 2021**

**ELIGIBLE GENDER: MALE/FEMALE**

**SALARY PACKAGE OFFERED: CTC INR 1.44 TO 1.80 LAKHS PER ANNUM**

**SELECTION PROCESS/ROUNDS: PERSONAL INTERVIEW**

**TENTATIVE JOINING DATE/PERIOD: IMMEDIATE**

**NO. OF VACANCIES: 10**

**JOB DESCRIPTION:**

This is with regards to an excellent opportunity with Norlox Solutions Pvt. Ltd. - a fast growing IT Staffing and Business Consulting Organization and if you have that unique and unlimited passion for building world-class career, then they have the right opportunity for you and your career. This is an opportunity for Permanent Employment with Norlox Solutions Pvt. Ltd.

They are looking for **IT Recruiters** who are excited in knowing new technologies and working with others to develop truly great future. People willing to learn new skills and who are not tied to any one language, but who have developed their skills sufficiently to accept any challenge are welcome.

## **JOB ROLES & REQUIREMENTS:**

- Responsible for handling IT requirements from US based clients
- Responsible for full-cycle recruiting: interview, offer, negotiation and closed candidates for assigned requisitions
- Sourcing from Job Portals
- Responsible for achieving a good conversion ratio of submitting into interview and placement
- Responsible for Strategy Development process which includes understanding client requirements & mapping the relevant targets
- Validation of Resumes for experience and verification of work status
- Hit target

**ANY BOND/SECURITY AMOUNT: NONE**

## **JOB BRIEF:**

**Experience:** 1 to 2 years (preferred). Fresher can also apply.

**Shift:** Fixed Night Shift (5 Working Days with 2 days fixed off)

**Timing:** 8:00 PM – 5:00 AM (Monday to Friday)

**Week Offs:** Saturday & Sunday (Fixed)

**Mandatory Skill Required:** Excellent Communication in English

## **PROCESS OF REGISTRATION:**

**01.** Interested students need to click on the below link or copy/paste the link on Google Chrome (or any other Web Browser) to fill all their details in the provided Google form and should submit to register successfully.

**<https://forms.gle/EYF2r4weV1pwPhD68>**

**02.** Students registered with the T&P Department for placements, are only eligible.

**03.** Already placed & debarred students are not eligible.

**04.** Updated list of debarred students is available with the respective HODs.

**05.** Please note that it is mandatory to submit the above form to nominate successfully.

**06.** The form can be submitted only once, thus please be cautious while filling up the form.

**07.** The Resume File name must be student's own name.

**08. Registration deadline for Nomination is 11:00 am, 14<sup>th</sup> September 2021.**

**09.** One student can Register only once, thus be cautious while registering.

**10.** Please Note: The Registration process will automatically turn off after the provided deadline.

**11.** You are advised to read & understand the disclaimer below before applying for this opportunity.

**12. Coordinating TPO: Mr. Shashi Kant Sharma (WhatsApp @ 9572832227).**

Sd/-



**HEAD – TRAINING & PLACEMENTS**

**Disclaimer:** The above Notice is based on the information as shared by the employer. The employer reserves the right to change or modify the afore-mentioned job details without any prior information. The Training & Placement Department and the University will not be responsible for any deviation. Nominating or applying for the vacancy/job profile indicates your agreement to all the Terms & Conditions/Training & Placement Department Placement Policy, in these terms, as modified from time to time. Therefore students are strictly

advised to read clearly & understand the Placement Policy (Procedural & Behavioral both) laid by the AJU Training & Placement Department, before applying for the above-mentioned profile.