

ARKA JAIN UNIVERSITY
TRAINING & PLACEMENT DEPARTMENT

PLACEMENT OPPORTUNITY @ ARTECH L.L.C.

NOTICE NO.: AJU/T&P/UG/0038/21-22

DATE: 21/01/2022

NAME OF COMPANY: ARTECH L.L.C.

PAYROLL COMPANY NAME: ARTECH L.L.C.

Registration Deadline - 11:00 am, 22nd January 2022

COMPANY PROFILE:

Artech is the largest Women & Minority owned IT staffing firm in the US, with US\$ 775 million in annual revenues and a footprint across the globe. With nearly three decades of experience, Artech empowers businesses through applied human intelligence and **offers a spectrum of services that include Workforce Solutions (Contingent Staffing, Bulk/ Project Staffing, Master Vendor, and Direct Hire) and Consulting Solutions (Technical Operations, Development, Business Operations & Platforms).**

At Artech, **"we value human intelligence"**.

They empower their teams to maximize the impact of their intellect, through a performance oriented, diverse, flexible, and inclusive work environment supported by their continuous learning and development focus.

Led by their visionary leadership, fuelled by their values, and driven by their combined intellect, their teams work with some of the largest Fortune 500 clients, defining industry benchmarks while optimizing their careers.

Enclosed along with this notice are company credentials, information about the staffing industry for the role of Associate Recruiter at Artech for your reference. Students who are interested in this work opportunity can register in order to attend the pre-placement orientation.

ROLE DESCRIPTION:

Artech is on the look-out for talented Associate Recruiters for their Noida office to support their US Staffing Operations. The candidate will work in the US Shift.

The job responsibilities will include:

- Responsible for sourcing the right candidate profiles through various job portals like Naukri, Dice, Monster, Career Builder, etc.
- Thoroughly assessing candidate's basis skills and experience, area of interest, geographic location in US and visa types.
- Ensure meeting daily/monthly target of submitting quality candidates for open job requirements released by clients.
- Completing a thorough analysis of candidate's commitment and background check before submission.
- Getting updated resume from the candidate and formatting it according to clients' need.
- Arranging interviews for shortlisted candidates and following up on real-time basis till feedback is received from client.
- Completing appropriate paperwork before onboarding the candidate.
- Sending daily activity of submittals and interview updates to the account manager
- No. of positions available: Multiple

WHO CAN APPLY?

Ambitious, self-motivated, intelligent people who take pride in their work and organization.

The role requires people with high level of ownership and dedication to their work along with:

- Fluent communication skills: This role requires daily coordination with team leads, sales account managers and candidates residing on-site in the US over calls and therefore, fluency in English is mandatory
- The candidate must be willing to work in the night shift
- Basic knowledge of the IT domain
- A positive attitude and a willingness to learn
- **Eligible Streams: B.Tech/BSc. Biotech/BBA/B.Com/BCA; Passing Year 2022**

WHY ARTECH?

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More reasons to apply:

The Largest Woman-owned staffing firm in the US

Over 10,500 global employees across 4 countries

A global revenue of USD 775 Million

Competitive compensation and benefits

Incentives and recognition for good performance

Mentorship from industry leaders

SALARY, BENEFITS, AND OTHER DETAILS:

Total CTC: INR 4.68 LPA

CTC Break Up: INR 3.6 LPA (Fixed) + INR 1.08 LPA

(Non Cashable Benefits which includes Free Cab Service, Free Meals and Company sponsored Medical Insurance)

Benefits:

- Health insurance cover for self for INR 1 Lakh
- Cab facility for pick and drop, Meal (one time) and Midnight snacks
- Performance Based Appraisal Cycle: 12 Months after on-boarding
- Office Location: Noida
- Shift timings: 7:00 PM to 4:00 AM or 9:00 PM to 6:00 AM
- Date of joining: To be decided

***** Service-level agreement:**

- Selected candidates will join Artech as Trainee for a period of 2 months from their date of joining.
- Selected candidates are expected to serve the organization for a minimum period of 18 months from the date of on-boarding failing which the candidate will be liable to pay a penalty amount of INR 1 Lakh to the company.
- We encourage you to read up on the Staffing Industry in USA and India before the orientation.

***** Please make a note of the following corporate terms and conditions:**

1. Selected candidates will be given conditional offer letters based on the results of the final interview round.

2. The date of joining will be shared by the company based on internal requirements.
3. Semester examination schedule and the leaves required by students to be declared to the company in advance.
4. Students would be granted a total leave of 3-5 days for all internal and external examinations.
5. Students with backlogs are not eligible for this drive.
6. The management reserves the right to cancel the offer in case of negative reference check.
7. PAN number and copy is mandatory for all applicants.
8. Artech is a recruitment company and should not be clubbed in the category of BPO.
9. The job role on offer is a combination of human resources, sales, and delivery functions.
10. Selected candidates will not be allowed by the campus to participate in hiring drives of other companies.
11. In case of non-compliance, Artech reserves the right to take legal action.

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/dqACdbPTnuB5dWSWA>

- 02.** Students registered with the T&P Department for placements, are only eligible.
- 03.** Please note that it is mandatory to submit the above form to nominate successfully.
- 04.** The form can be submitted only once, thus please be cautious while filling up the form.
- 05.** The Resume File name must be student's own name.
- 06. Registration Deadline is 11:00 am, 22nd January 2022.**
- 07.** One student can Register only once, thus be cautious while registering.
- 08.** The Registration process will automatically turn off after the provided deadline.
- 09.** You are advised to read & understand the disclaimer below before applying for this opportunity.
- 10. For queries WhatsApp @ 9572832227 (Mr. Shashi Kant Sharma - T&P Dept., AJU).**

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.