

**ARKA JAIN UNIVERSITY**

**TRAINING & PLACEMENT DEPARTMENT**

**PLACEMENT OPPORTUNITY @ CVENT**

NOTICE NO.: AJU/T&P/PG/0067/21-22

DATE: 25/03/2022

NAME OF COMPANY: CVENT INDIA PRIVATE LIMITED

**Registration Deadline is 11:59 pm, 26<sup>th</sup> March  
2022.**

**COMPANY PROFILE:**

Cvent is a global meeting, event, travel, and hospitality technology leader, with more than 4,000+employees worldwide. As a leading cloud-based technology company, they have over 28,000+ customers, including 80% of the Fortune 100 companies, in more than 100 countries. Cvent's software solutions optimize the entire event management value chain and have enabled clients around the world to manage hundreds of thousands of meetings and events. In addition to helping event planners navigate every aspect of the event process, we also provide an integrated platform to hoteliers to help create qualified demand for their hotels, manage that demand more efficiently, and measure their business performance in real-time.

**NAME OF THE POSITION VACANT: Associate Product Consultant**

**JOB ROLL:**

- Support clients over the phone and email by answering their product questions and offering technical assistance
- Offer best practice tips to clients in an effort to boost their meeting attendance via Cvent's marketing engine
- Gather client requirements for future releases of the product
- Create and maintain all product documentation
- Implement and manage the online portion of client events as and when needed
- Gather client requirements and implement them in Cvent's event management software

- Communicate with the client and review the initial implementation with them and make required changes
- Provide suggestions to the client to improve the overall result of the implementation and help client meet their goals
- Document all communication with the client in Cvent's CRM software

**ELIGIBILITY:** MBA ,2022 (no **active backlogs**)

**REMUNERATION OFFERED: CTC** INR 6, 53,000 annually (Total CTC)

**JOB LOCATION:** Gurugram,India

**TENTATIVE JOINING DATE:**

**SKILL REQUIRED:**

- Excellent communication skills (verbal and written)
- Graduate/ Under-graduate(drop-out) with strong analytical and logical skills
- Experience in US Customer Service is a must
- Preference would be given to candidates who have prior experience of having travelled, studied or worked abroad
- Strong business acumen, ethics and high integrity
- High comfort level in using online software products
- Must be articulate, organized, detail-oriented and have ability to multi-task
- Quick learner, with a positive attitude and ability to work well within a team

**SELECTION PROCESS:**

- **Interview process :**

**Day 1**

- Start Time – 11 AM (sharp) – Please note that the meeting will be locked for participation at 11:10 AM
- Introduction and Welcome note
- English Grammar test – Online (Elimination round)
- Pre-Placement Talk and walkthrough about Cvent
- Group Discussion (Elimination round)
- Product Video Test

**Day 2**

- Business Round 1 (Elimination round)

- Business Round 2 – Decides the selection/ rejection of the candidate
- Salary Discussion

**WORK HOURS:** 24\*7 shifts (primarily evening and night shifts) (Location-Guru gram, India)

**BENEFITS** - Air-conditioned cabs provided (pick & drop) + Free meals + Medical & Health Insurance

**PERKS:** Medical insurance, free meals, Accidental/Disability coverage, both side cabs, Sodexo coupon

**TRAINING & SERVICE AGREEMENT:** 30 months (with a payback clause of INR 2.80 Lacs in case of breach of agreement)

**ANY BOND/SECURITY AMOUNT: NO**

**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/gen16Nm8wUAsTrNY8>

**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 11:59 pm, 26<sup>th</sup> March 2022.**

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

**08.** Please Note: 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 you may Whatsapp @ 7279900530 (Ms. Zeba - Sr. Executive Training and Placement Department)

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.