

**ARKA JAIN UNIVERSITY**  
**TRAINING & PLACEMENT DEPARTMENT**  
**PLACEMENT OPPORTUNITY @ GROW-TREES**

**NOTICE NO.:** AJU/T&P/DIP/0020/21-22

**DATE:** 26/04/2022

**NAME OF COMPANY:** Grow-Trees

**Registration Deadline is 4:00 pm, 27<sup>th</sup> April 2022.**

**COMPANY PROFILE:**

Grow-Trees.com is a social enterprise offering individuals and organizations a unique opportunity to plant trees in public lands across its projects in India. It was founded by Mr. Pradip Shah (former MD at CRISIL) with a vision to impact on carbon reduction, restoring forests, improving wildlife habitats and benefiting the communities dependent on the forests.

**International Recognitions:** United Nations Environment Program's Billion Tree Campaign, WWF's Cities for Forests Campaign; The Prince Albert II of Monaco Foundation, Tree Nation; YPO-WPO Global Impact committee, Harvard Business School Alumni Bulletin; Action for India - Silicon Valley Challenge; Economic Times/Dept. of Science & Technology/CIE; US Consulate General, Mumbai; Haverford College.

**JOB PROFILE:**

**1. Project Coordinator- Fieldwork/on-site posting**

**Location:** Jamshedpur-Jharkhand/Mayurbhanj-Odisha/Purulia-West Bengal/Harda-Madhya Pradesh

- Following the project indicators and monitoring the massive tree plantation project to achieve the milestones set in coordination with the ground team
- Preparing monthly & quarterly reports, best practice documents, case studies, approach Papers, presentations, photos, videos with the help of the team
- Preparing documentation and analytical reports as per the project guidelines
- Assisting the 3rd party carbon auditor, consultant in collecting ground data
- Providing support towards the compilation of all project-related data
- Supporting the on-ground team by sharing project best practices of HSSE

- Providing active support in the carbon assessment process – consolidating feedback and making course corrections/bringing improvements in the field
- Conducting training for capacity building of the community and other project staff
- Ensuring that the on-ground team is following the best practices of HSSE
- Monitoring the nurseries and maintaining species information

## **2. IT Manager**

**Location:** Jamshedpur, Jharkhand

- Proven experience as a PHP developer and with Java
- Hands-on experience in Java/J2EE development including analysis, design, development, testing, and implementation.
- Strong knowledge of PHP coding and web-based applications
- Good understanding of website integration and software creation
- Excellent verbal and written communication skills
- Strong analytical and problem-solving skills
- Creative ability to produce effective solutions to client problems
- Good team player that is enthusiastic about delivering results

## **3. Manager: Content**

**Location:** Mumbai, Maharashtra

- Developing high-quality website content based on extensive research
- Working on Facebook/Social Media posts, newsletters and executing the same to ensure online business growth
- Writing blogs and creating/updating the website's page/content with authentic information/data on regular basis to create more awareness about the environment
- Researching on environmental sector-related topics (combining online sources, interviews, and studies) to build strong content for website project pages, newsletters, blogs, etc
- Identifying customers' needs and gaps in our content and recommending new topics
- Coordinating with the marketing team to illustrate articles
- Overall holistic contribution

#### **4. Manager- Retail Business**

**Location:** Jamshedpur-Jharkhand and Mumbai- Maharashtra

- Working on content and design improvement, SEO/SEM, and marketing to individuals
- Developing creative and engaging social media strategies
- Managing the day-to-day handling of all social media channels such as LinkedIn, Facebook, Twitter, Pinterest, Instagram and YouTube, adapting content to suit different channels
- Form key relationships with influencers across the social media platforms
- Undertake audience research
- Manage and facilitate social media communities by responding to social media posts and developing discussions
- Email marketing creation and execution
- Monitoring, tracking, analyzing the performance on social media platforms using tools such as Google Analytics and Facebook insights
- Researching and evaluating the latest trends and techniques in order to find new and better ways of measuring social media activity
- Excellent written and verbal communications
- Overall holistic contribution

#### **5. Manager: Research and Impact Measurement**

**Location:** Mumbai, Maharashtra

- Developing high-quality website content based on extensive research
- Creating detailed project impact reports for the corporate clients appropriate to their requirements (should include photos, videos, charts, geo polygons, geography details, expected social impact- environmental, social, economic, beneficiary details, etc)
- Coordinate with the project team to get the necessary ground details for the reports
- Suggest innovative ideas, content for retail based on the project updates (email marketing, social media)
- Assistance in generating retail business and in alliance partnerships

**ELIGIBILITY:** DIPLOMA (CSE)

**REMUNERATION OFFERED:**

Based on the knowledge and skillset, remuneration will be decided

**SELECTION PROCESS:**

- Shortlisting of CVs
- Telephonic round
- Video interaction
- Personal Interview

**JOINING:** Immediate

**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/NgCwJAzoAzxvfzr98>

**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 the student's own name.

**06. Registration Deadline is 4:00 pm, 27<sup>th</sup> April 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.