

ARKA JAIN UNIVERSITY
DEPARTMENT OF TRAINING &
PLACEMENT
PLACEMENT OPPORTUNITY @ RAS
MEDIA & ENTERTAINMENT PVT. LTD.

NOTICE NO.: AJU/T&P/UG/0041/23-24

DATE: 24-02-2024

NAME OF COMPANY: RAS Media & Entertainment Pvt. Ltd.

Registration will close on 25th February 2024 at 11:59 pm

COMPANY PROFILE:

RAS Media & Entertainment Pvt. Ltd. is a Delhi born production and casting house, which laid its foundation in 2017. The in-house production deals with TV Commercials, documentaries, Baby Photo-shoot, fashion photography, feature films and music albums with the most extolled associations. They run with an aim of "Turning Your Vision Into to Reality" and advertise the same to the right niche for elevated return on investment. Integrity, trust, commitment and supreme work ethics are our mantras to success. Produces Feature Films, TV Commercials, Documentaries and Photography Campaigns.

JOB PROFILE:

1. Client Relationship Executive
2. Makeup Artist
3. Stylist
4. Photographer
5. Cinematographer
6. HR Executive
7. CRM

PROFILE DETAILS:

1. Client Relationship Executive

Roles and Responsibilities:

- Build long-term relationships with clients and customers
- Encourage high-sales and good customer service practices

- Help promote and maintain a positive company image
- Become familiar with the competition to stay ahead of them
- Create and enforce plans that will help meet the needs of customers
- Notify the sales team of new sales and cross-selling opportunities
- Work quickly to address and resolve customer issues.
- Create strategies and work with clients to boost their brand. CRE requirements must be self-motivated, flexible and able to manage several jobs at one time;
- Strong communication and interpersonal skills and the ability to build and maintain relationships;
- Attentive to detail and organized;
- Intuitive to customer's needs;
- Knowledge of math and numbers;
- Strategic thinker and ability to analyze and solve problems quickly;
- A background in customer service or sales is a plus;
- Must understand customer relationship management;
- Ability to work well with others and lead a team.

2. Makeup Artist

Roles and Responsibilities:

- Create stunning and artistic makeup looks for various projects, adapting styles to suit the project requirements.
- Collaborate closely with creative teams and clients to understand the vision and requirements for each assignment.
- Apply makeup for diverse projects, including fashion shoots, baby photo-shoots, and promotional campaigns.
- Ensure the application of high-quality makeup products that align with project standards and client expectations.
- Stay updated on the latest makeup trends, techniques, and industry innovations.
- Maintain and organize makeup kits and tools for optimal functionality.
- Work efficiently on set to meet project timelines and requirements.
- Collaborate with photographers and other team members to enhance the overall visual impact.
- Provide makeup touch-ups and adjustments as needed during photo shoots or filming.
- Maintain a positive and professional demeanor during client interactions and on •
- Creativity and artistic flair in designing makeup looks that align with the project.
- Strong communication and interpersonal skills.
- Ability to work collaboratively in a dynamic team environment.
- Flexibility to adapt makeup styles based on project requirements.
- Passion for staying updated on emerging makeup trends and technologies.

3. Stylist

Roles and Responsibilities:

- Conceptualize and execute creative styling for various projects, ensuring alignment with the project vision and requirements.
- Collaborate closely with creative teams, makeup artists, and photographers to enhance the overall visual impact.
- Select and coordinate clothing, accessories, and props to create cohesive and visually appealing looks.
- Stay updated on the latest fashion trends, styles, and industry innovations.
- Source and procure wardrobe items, ensuring the availability of a diverse range of options for different projects.
- Work efficiently on set to bring the creative vision to life, adapting styling based on project needs.
- Provide guidance and recommendations on styling choices for models, talent, and other team members.
- Maintain organized styling kits and tools for efficient use during projects.
- Contribute to the development of unique and memorable visual aesthetics across various media platforms.

Stylist Requirements:

- Proven experience as a Stylist, with a strong portfolio showcasing diverse styling projects.
- In-depth knowledge of fashion trends, styles, and industry dynamics.
- Creativity and the ability to translate concepts into visually appealing styling choices.
- Strong communication and collaboration skills.
- Ability to work harmoniously in a team environment, adapting styling to complement other creative elements.
- Flexibility to adjust styling based on project requirements.
- Passion for staying updated on emerging fashion trends and industry developments.

4. Photographer

Roles and Responsibilities:

- Capture compelling and visually stunning photographs for various projects.
- Collaborate with creative teams to understand and execute the vision of each project.
- Conduct photo-shoots for diverse assignments, including fashion, baby photo-shoots, and promotional campaigns.
- Ensure high-quality images that meet the standards and expectations of the clients.
- Stay updated on industry trends and incorporate innovative techniques into your photography.

- Manage and organize photography equipment to ensure optimal functionality.
- Edit and retouch images to enhance their visual appeal.
- Collaborate with clients to understand their specific requirements and preferences.
- Ensure timely delivery of the final images, meeting project deadlines.
- Maintain a positive and professional attitude on set and during client interactions.
- **Photographer Requirements:**
- Proven experience as a Photographer, with a strong portfolio showcasing diverse projects.
- Proficiency in photography equipment and editing software.
- Creative mind-set and an eye for detail.
- Strong communication and interpersonal skills.
- Ability to work collaboratively in a team environment.
- Understanding of different photography styles and techniques.
- Flexibility and adaptability to meet the dynamic demands of projects.
- Passion for staying updated on industry trends and emerging technologies.

5. Cinematographer

Roles and Responsibilities:

- Capture visually compelling and aesthetically pleasing footage for various projects.
- Collaborate closely with directors, producers, and creative teams to understand and execute the vision of each project.
- Operate and maintain high-quality cinematography equipment to achieve desired visual results.
- Conduct pre-shoot preparations, including location scouting, lighting setup, and shot framing.
- Ensure continuity and consistency in visual storytelling throughout the production process.
- Stay updated on industry trends and incorporate innovative techniques into cinematography.
- Work efficiently on set to meet project timelines and requirements.
- Collaborate with the post-production team for seamless integration of visual elements.
- Maintain a positive and professional demeanor during shoots and collaborations.

Cinematographer Requirements:

- Proven experience as a Cinematographer, with a strong portfolio showcasing diverse projects.
- In-depth knowledge of cinematography equipment, techniques, and industry trends.
- Creativity and an artistic eye for framing shots and visual storytelling.
- Strong communication and collaboration skills.
- Ability to work efficiently in a dynamic team environment.
- Flexibility to adapt cinematography styles based on project requirements.
- Passion for staying updated on emerging cinematography trends and technologies.

6. HR Executive

Roles and Responsibilities:

- Put the organisation's talent and human resources strategy into action

- Provide guidance and assistance to HR executives, management, and other personnel as needed
- Supervise the hiring process for qualified job candidates, particularly for managerial, specialized, and expert positions
- Work with division managers to determine the qualifications and abilities needed for open positions
- Review policies and processes to ensure compliance with state, and local employment laws, regulations
- Handle disciplinary proceedings, terminations, and investigations involving employees
- Determine and recommend changes to internal standards of conduct, such as team restructuring and morale boosting
- Provide clarity and connectivity for employees, so that their responsibilities fit the overall corporate strategy
- Championing the on boarding process by ensuring that it is high-quality and current
- Establish and implement orientation and training programmes to help with recruitment efforts and to get employees equipped for their duties

HR Executive requirements:

- Outstanding interpersonal, negotiating, and conflict-resolution abilities
- Excellent attention to detail and organization skills
- A thorough understanding of the rules and legislation governing employment
- Strong problem-solving and analytical abilities
- Ability to assign responsibilities to others as required and priorities tasks

7. CRM

Roles and Responsibilities:

- Building and maintaining profitable relationships with key customers.
- Overseeing the relationship with customers handled by your team.
- Resolving customer complaints quickly and efficiently.
- Keeping customers updated on the latest products in order to increase sales.
- Meeting with managers in the organization to plan strategically.
- Expanding the customer base by upselling and cross-selling.
- Understanding key customer individual needs and addressing these.
- Conducting business reviews using CRM programs.
- Knowing your competition and strategizing accordingly.

CRM requirements:

- A bachelor's degree in administration or a related field.
- A minimum of 3 years' experience.
- Excellent interpersonal and communication skills.
- Proficient in all Microsoft applications.
- Superior product knowledge.
- A team player with leadership skills.
- Maintain a positive attitude focused on customer satisfaction

ELIGIBILITY: BBA, [B.COM](#), BCA & BA (English, FD & JMC)

ELIGIBLE PASSING YEAR: 2024

GENDER ELIGIBLE: Both Male & Female

REMUNERATION OFFERED: CTC INR 1.7LPA up to INR 2.7LPA (In Hand) + Incentives

LOCATION: Pan India

SELECTION PROCESS: Interview

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/qaKT1p6JwwhfpQCm6>

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 will close on 25th February 2024 at 11:59 pm

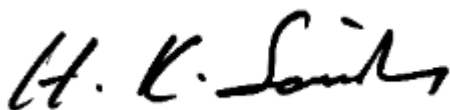
07. One student can Register only once, thus be cautious while registering.

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/-



DEAN – 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.