



Organization:	ICAN Manpower Consultancy
Job Title:	HR Intern
CTC:	NA
Location:	Jamshedpur
Departments Eligibility:	Management
Course Eligibility	MBA
Student Gender Preference:	Any
Profile:	HR

General Job Description

- Recruitment and staffing of National and International candidates' best suited for a proposed job.
- Data maintenance for future reference
- Contacting with colleges/universities and other institutes for fresher hiring
- Analysing resume of candidates as per the suitability of the job
- Conducting basic interviews with applicants
- Regularly reporting to seniors regarding any business developmental activities

Eligibility

Post Graduate

MBA

Fresher

The candidate must have good communication skills

Students from passing out year 2024 can only apply

Candidate must be disciplined and possess a professional attitude

Job Reviewed by: Director, Training & Placement

Job Approved by: Director, Training & Placement

Job provided through: Campus Placement

Date: 25/05/2023