

RAMANUJAN COLLEGE
Accredited Grade 'A++ (3.71)' by NAAC
(University of Delhi)
C.R. Park Main Road, Block H,
Kalkaji, New Delhi-110 019
ISO 9001:2008 Certified Organisation



रामानुजन महाविद्यालय
नैक द्वारा मान्यता प्राप्त ग्रेड ए++ (३.७१)
(दिल्ली विश्वविद्यालय)
सी आर पार्क, मुख्य सड़क, ब्लॉक एच,
कालकाजी, नई दिल्ली- ११००१९
आई एस ओ ९००१:२००८ प्रमाणित संगठन

NOTICE
PLACEMENT & CAREER DEVELOPMENT CELL
Geekster
Internship with PPO Notice

Date- 24th December 2023

Notice No: 231215

About the Company

Geekster is an outcome-driven tech upskilling platform, empowering young individuals with in-demand industry-relevant skills. Our mission is to enable millions of young tech enthusiasts to build promising careers in tech. Our courses are designed by top industry experts and equipped with hands-on experience, personal mentorship, and soft-skill building to enable our learners to build remarkable careers in their chosen fields.

Website: <https://www.geekster.in/>

Profile:

1. Corporate Partnerships
2. Marketing
3. Operations
4. Sales

Eligibility: All courses | 2024 Batch

Stipend:

1. Rs 15,000 per month
2. PPO - CTC 5 LPA

Job Location: Gurugram

Duration of internship: 6 months

Roles and responsibilities:

1. Corporate Partnerships
 - Establish a systematic process for partner outreach and relationship management.
 - Build and develop commercial and strategic relationships with our key targeted partners.

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- Coordinate with the public relations team to ensure that any information going out is in the best interest of the company.
 - Work with other teams internal to the organization to ensure that Alliance and Partnership goals are synchronized with organizational goals.
 - Encourage and supervise any collaborations with partner brands.
 - Negotiate and finalize deals with partners and alliances that benefit the company
2. Marketing
- Support the marketing leadership team through the organization and administrative support for various projects.
 - Maintain strong communication between marketing executives and internal and external stakeholders.
 - Coordinate employee meetings and communications for the marketing department.
 - Maintain executive schedules and oversee project load.
 - Plan, prepare and deliver presentations on behalf of the marketing team.
 - Conduct research for key marketing campaigns.
3. Operations
- Ensuring all operations are carried on in an appropriate, cost-effective way
 - Improving operational management systems, processes and best practices
 - Helping the organization's processes remain legally compliant.
 - Formulate strategic and operational objectives
 - Examine financial data and use them to improve profitability
 - Manage budgets and forecasts
 - Perform quality controls and monitor production KPIs.
4. Sales
- Present, promote and sell products/services using solid arguments to existing and prospective customers
 - Perform cost-benefit and needs analysis of existing/potential customers to meet their needs
 - Establish, develop and maintain positive business and customer relationships
 - Reach out to customer leads through cold calling
 - Expedite the resolution of customer problems and complaints to maximize satisfaction
 - Achieve agreed upon sales targets and outcomes within schedule

Skills and Competencies required:

1. Corporate Partnerships
- Exceptional communication skills.
 - Proven ability towards constructive networking.
 - Team player and multitasker with exceptional organizational skills.
 - Sales and Marketing know-how.

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- Well-versed with various software such as SAP and Microsoft office.
2. Marketing
 - Experience managing multiple projects and adhering to deadlines.
 - Clear copywriting and editing skills.
 - Strong organizational, communication, and customer service skills.
 - Proficiency in Microsoft Office or Google Workspace.
 3. Operations
 - Knowledge of organizational effectiveness and operations management
 - Experience budgeting and forecasting
 - Familiarity with business and financial principles
 - Excellent communication skills
 - Leadership ability
 - Outstanding organisational skills.
 4. Sales
 - Excellent knowledge of MS Office
 - Highly motivated and target driven with a proven track record in sales
 - Excellent selling, negotiation and communication skills
 - Prioritizing, time management and organizational skills
 - Ability to create and deliver presentations tailored to the audience needs
 - Relationship management skills and openness to feedback

Note: Opportunity for PPO after successful completion of internship.

Selection Process

Step 1 -Resume screening

Step 2-Two virtual interviews and assignment (If any)

Step 3-Offer negotiation

Apply at: <https://forms.gle/pXALwjffExkUmQYn6>

Also Apply at: <https://forms.gle/HQyDZuCex9eeg6sq6>

Last Date to Register: 26th December 2023

In case of any queries, please contact [Anurag](#) (Placement Co-Ordinator).

Note: If you are applying for this Placement/Internship Drive, then it is compulsory for you to attend the interview session, if not then you will be **BLACKLISTED**, and won't be able to appear for any further Placement Drives. We at Placement and Career Development Cell work hard to invite companies at the campus to recruit students, but with this behaviour, companies deny to connect with us in further drives.

If your issue is genuine, mail us at placement@ramanujan.du.ac.in explaining why you didn't attend the session.

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If your reason would be genuine your name will be withdrawn from the BLACKLIST.