



TECNIA INSTITUTE OF ADVANCED STUDIES
GRADE "A" INSTITUTE

Approved by AICTE, Ministry of HRD, Govt. of India, Affiliated to GGSIP University
Recognized Under Sec. 2(f) of UGC Act 1956

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Ref. No: TIAS/TP/Campus/Notice/2023-24/187

Date:09.02.2024

Dear All,

Please find an option for consideration. Interested candidates are required to register on the link latest by 10/02/2024.

Link to Apply:- <https://forms.gle/nZ6WYBMU67nn3FNT7>

Company Name: SRVA Education

Eligibility: MBA-
Profile-

1. Assistant Manager (Admissions)- CTC 5.46 LPA
2. Lead Analyst (Intern)-Stipend of rupees 10,000 per month

SRVA Education is a trusted and leading academic facilitator founded in the year 2015. We are based on the principle of "Delivering Quality Education Conveniently". We are currently working with Top B- Schools and helps working professionals and Individuals with interest in studies to achieve quality education along with proper support and assistance.

Website: www.srva.in

Location: Gurgaon, Haryana

Department: Sales and

Marketing **Designation:** Assistant Manager (Admission

s) **Working Days:** Monday to Saturday **Eligibility:** Post

Graduate

Job Description:

- Nurturing new prospects.
- Counseling corporates and professionals by giving career guidance.
- Assistance with activities to promote educational institutes.
- Maintaining fruitful relationship with the existing candidates.
- Meeting and counseling prospective corporates of various industries.
- Achieving company objectives/targets on monthly basis through planning and analyzing the data source.

Key Skills Required:

- Strong Communication both Hindi and English.
- Good Convincing and Time Management Skills.
- Attention to details and quick learner.
- Leadership Quality and Team Management.

Remuneration Details: CTC 5.46 LPA

		Amount (On Probation , for 6 Months)	Amount(After Confirmation, effective from 7th Month)
Particulars			
Basic Salary		12,000.00	15,000.00
House Rent Allowance		10,000.00	12,000.00
Conveyance		3,000.00	3,000.00
Net Take Home/Per Month		25,000.00	30,000.00
Mobile Reimbursement		500	500

Daily Travel Reimbursement*	(Only for the days of field work @ Rs.150 per working day)	3,000.00	3,000.00
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Performance Incentive* (PI)	(Payable based on the 100% achievement of monthly targets and applicable from 4th month of joining)	10,000.00	10,000.00
Continuity Bonus* (Annual)	(Payable based on the achievement of targets and continuity in the organization for at least 1 year)	2,000.00 (2,000*12=24,000/pa)	2,000.00 (2,000*12=24,000/pa)
Total Amount/ Per Month		40,500	45,500
Total Amount/ Per Annum		4,86,000	5,46,000

Job Description for Internship Opportunities

Company Profile: SRVA Education is a leading academics facilitator which helps working professionals and individuals with interests in studies to achieve quality education from the country's top rated institutions.

Website: www.srva.in **Designation:** Lead Analyst (Intern) **Duration:** 40 days to 6 Months

Roles and Responsibilities:-

- Nurturing new and active leads.
- Counseling Corporate and giving career guidance for the available courses.
- Generating potential leads and verifying the quality of generated leads.
- Maintaining fruitful relationships with existing candidates.
- Meeting & counseling prospective Corporate of various industries.

Key-skills Preferred:-

- Strong communication in both English and Hindi.
- Attention to details and a quick learner.
- Excellent time management and organization.
- Leadership quality and team management.

Eligibility Criteria: Post-Graduate (Own laptop mandatory)

Location: - Gurgaon, Sohna Road

Reimbursement: -

- Stipend of rupees 10,000 per month
- Mobile Reimbursement (Official)
- Incentives + Motivational Incentives.
- Certificate of Internship.
- Pre- Placement Offer (Performance Based).

All the best

Thanks & Regards,



Dr. Nivedita
Head - Training and Placement Cell