

6 April 2018.

## Notice for Placement

**Job opportunity for** Human Resource Management students.

Company Name:- **Meru Cab Company Private Limited**

**Position:-** Executive - HR

Company Website:- <https://www.meru.in/>

**Work Location:-** Andheri East, Mumbai

**Company Background / About Company:** As per JD

**Job Profile / Responsibilities:** As per JD

**Key Skills:** As per JD

**Required Qualification:** Diploma in Human Resource Management

**Experience:** 00 - 01 year

**Other / Special Requirements:** Experience in EEP, RR,

**Remuneration:** 3 LPA

**Interested Candidates can send their resume on below mention email id at the earliest:-**

**Contact Person:-** Rahul Kumar

Email id:- [rahul.kuma@meru.in](mailto:rahul.kuma@meru.in)

**Contact no:-** +91 9167251581

**Corporate Office:-** F17 - Fourth Floor, Pinnacle Business Park, Mahakali Caves Road,  
Andheri (E), Mumbai - 400093



### Position Information

Company:- Meru Cab Company Private Limited	Designation:- Executive
Location:- Mumbai	Salary:- 2.00 LPA - 3.00 LPA
Qualifications:- MBA (Full Time)	Experience : 0.0 - 1.0 Yrs.

### Company Profile

We are the pioneer and market leader in personal road transportation business in India. We take pride in creating this Industry through experienced professional management which serves millions of consumers.

Headquartered in Mumbai, we provide cab services in several cities. We not only own our own vehicles but we also aggregate large numbers of individual chauffeurs who have joined our Network. Through world-class technology, certified chauffeurs and able fleet engineers, we aim to provide our consumers, a world class experience across the country.

While a host of awards add to our joy, we are happier simply being the preferred name for reliable, transparent, and safe cab travel experience in India.

### Key attributes

1. The ability to communicate
2. Strong multitasking abilities
3. Sensible, honest ethics
4. Excellent judgment
5. Great Negotiation Skills
6. Decision Making
7. Time Management
8. Flexibility
9. The ability to get on with a range of people and work well in a team

### Career Scope

1. Meeting with departmental representatives to discuss HR issues.
2. Maintaining a robust relation with all employees and HODs.
3. Assisting departments with their recruitment needs through liaison with recruitment agencies.
4. Coordinating with prospective candidates, interviewing them and administering the offers.
5. Conducting inductions of new joiners.
6. Identifying top performers and rewarding them with "Employee of the Month and e.t.c".
7. Organizing Employee Engagement programs on monthly basis to bring fun at work.
8. Analyzing the training need and conducting the training accordingly.