

Notice for Placement

Job opportunity for Diploma in Marketing / Finance / Human Resource Management

Company Name:- **Talent Corner HR Services**

Position:- **Intern's Positions**

- **Recruiter Trainee**
- **Client Coordination – Trainee**
- **Marketing Trainee (Social Media)**
- **Planner(Franchise Development)**

Company Website:- www.talentcorner.net

Work Location:- **Mumbai**

Company Background / About Company: Talent Corner H.R. Services Pvt. Ltd. – a professional human resources organization providing innovative recruitments and training platforms for the corporate world. Incorporated in 2002, with a modest set-up of just three people, Talent Corner has now grown into one of India's leading HR Management consultants with over 180 employees in 13 offices across the country; serving over 350+ clients in diverse industries. Headquartered in Mumbai, we have investments in Ahmedabad, Bhubhaneshwar, Delhi, Hyderabad, Kolkata, Meerut, Mumbai, Nagpur and in Pune.

Job Profile / Responsibilities:

Position	Recruitment Trainee
Core Responsibilities	<ul style="list-style-type: none"> • Creation of Job descriptions for different profiles of different Sectors. • Sourcing Resumes & job posting & hiring through job portals – Naukri, Monster, Shine and Times. • Schedule interviews and maintain accurate tracking with applicant. • Provide input to the clients regarding candidates and also following up for same. • Headhunting through social networking sites LinkedIn & Twitter. • Headhunting through different specified groups like Quora , Instagram (Media), Dribble (Web Designers , Graphic Designers) Gift hub (Engineers) • Converting passive candidates into active applicants for jobs. • Maintaining a database of all the candidates and make timely reports.

Desired Profile	<ul style="list-style-type: none"> • Should have excellent communication skills. • Should have Strong follow up skills • Excellent project-management and time-management skills • Knowledge of basic computer operations. • Ability to manage multiple tasks simultaneously. • Able to achieve the targets. • Ability to make decisions under pressure
Education	Diploma in Human Resource Management
Location	Mumbai – Dombivali , Borivali ,Goregaon , Belapur , Vashi , Thane Parel , Mulund , Vasai , Bangalore , Rajkot , Pune, Kota, Lucknow, Delhi , Gurgaon
Candidate Location	Mumbai – Dombivali , Borivali ,Goregaon , Belapur , Vashi , Thane Parel , Mulund , Vasai , Bangalore , Rajkot , Pune, Kota, Lucknow, Delhi , Gurgaon

Position	Client Coordinator Trainee
Core Responsibilities	<ul style="list-style-type: none"> • Set up of meetings with appropriately qualified contacts. • Giving presentations to clients for getting business from them. • Partner with relevant team members to create winning proposals • Research different target sectors through different modes . • Design different strategies to tap the new market or business for the company. • Have to make a competitor analysis which includes their target sector, customers, clients and process. • Gain and share understanding of prospect's organization, processes, business strategies, product or service offerings and decision-making structures
Desired Profile	<ul style="list-style-type: none"> • Exceptional interpersonal relationship and verbal skills; including phone and in-person presentation skills • Strong follow up skills • Good in Communication Skills. • Should be aggressive and self motivated. • Should have good networking and convincing skills • Should be ready to explore new marketing techniques. • Should be flexible.
Education	Diploma in Marketing Management
Location	Mumbai – Dombivali , Borivali ,Goregaon , Belapur , Vashi , Thane Parel , Mulund , Vasai , Bangalore , Rajkot , Pune, Kota, Lucknow, Delhi , Gurgaon ,
Candidate Location	Mumbai – Dombivali , Borivali ,Goregaon , Belapur , Vashi , Thane Parel , Mulund , Vasai , Bangalore , Rajkot , Pune, Kota, Lucknow,

Delhi , Gurgaon ,

Position	Marketing Trainee (Social Media)
Core Responsibilities	<ul style="list-style-type: none">• Creating brand awareness through the use of social media like LinkedIn, Twitter and Facebook.• Generating leads through the different specified groups like Quora , Instagram (Media), Dribbble (Web Designers , Graphic Designers) Gift hub (Engineers)• Seek new techniques to generate lead through the use of social media and networking sites.• Making presentation about different functions of marketing and uploading same on YouTube, Slide share and other specified sites.• To manage different social networking profiles of the company.• Communicate and collaborate with internal team and content creators in support of branding and awareness as part of the overall marketing initiatives and lead generation programs
Desired Profile	<ul style="list-style-type: none">• Understanding of marketing, sales, advertising, and/or Internet marketing principles.• Should have knowledge of different digital marketing techniques.• Excellent in verbal and written communication.• Should be enthusiastic and energetic person.• Creative thinking capabilities; Interest/desire to learn and adopt new marketing strategies and tactic
Education	Diploma in Marketing Management
Location	Mumbai – Dombivali , Borivali ,Goregaon , Belapur , Vashi , Thane Parel , Mulund , Vasai , Bangalore , Rajkot , Pune, Kota, Lucknow, Delhi, Gurgaon.
Candidate Location	Mumbai – Dombivali , Borivali ,Goregaon , Belapur , Vashi , Thane Parel , Mulund , Vasai , Bangalore , Rajkot , Pune, Kota, Lucknow,

Position	Planner (Franchise Development)
Core Responsibilities	<ul style="list-style-type: none"> • Generating leads to increase the number of franchises. • Develops and executes marketing program to attract qualified potential franchisees.; • Calling up initially to the prospective dealers. • Handles all initial inquiries from interested franchisees via phone, email and web; • Target new sectors to generate leads. • Compose and develop monthly email blasts through software. • Drafting marketing letters and required letters as and when required. • Need to Travel to meet new prospects as well as existing clients
Desired Profile	<ul style="list-style-type: none"> • Exceptional interpersonal relationship and verbal skills; including phone and in-person presentation skills • Strong follow up skills • Good in Communication Skills. • Should be good in networking and convincing skills. • Presentable Personality
Education	Diploma in Marketing Management
Location	Mumbai – Dombivali , Borivali ,Goregaon , Belapur , Vashi , Thane Parel , Mulund , Vasai , Bangalore , Rajkot , Pune, Kota, Lucknow, Delhi, Gurgaon.
Candidate Location	Mumbai – Dombivali , Borivali ,Goregaon , Belapur , Vashi , Thane, Parel , Mulund , Vasai , Bangalore , Rajkot , Pune, Kota, Lucknow, Delhi, Gurgaon.

Required Qualification: Diploma in Human Resource Management, Diploma in Marketing , Diploma in Financial Management

Experience: 0-3 years

Remuneration:8,000-12,000

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

Contact Person: - Snehal Kadu

Email id: - snehal.kadu@talentcorner.in Contact no: -9769771504

Corporate Office: 308,Swastik Disa Corporate Park

L.B.S. Marg, Opp. Shreyas Cinema , Landmark: Vodafone Showroom Ghatkopar (W)

Mumbai 400 086 Tel : 022- 42444002 (200 Lines) (For All)