

Hiring for Senior Manager/ Assistant General Manager – Placements

Roles & Responsibilities:

1. Strategic Planning and Management:

- Develop and implement placement strategies to increase job opportunities for candidates.
- Create long-term relationships with industry leaders and potential employers.
- Design and oversee placement policies and procedures.

2. Relationship Building and Networking:

- Build and maintain strong relationships with corporate partners, HR managers, and industry experts.
- Organize and attend networking events, job fairs, and industry conferences.

3. Team Leadership and Coordination:

- Lead a team of placement officers and coordinators, providing guidance and mentorship.
- Delegate tasks and monitor the performance of the placement team.
- Train the team on the latest recruitment practices and industry requirements.

4. Employer Engagement:

- Identify potential employers and develop partnerships for placements and internships.
- Understand the needs of employers and align candidate training accordingly.

5. Data Management and Reporting:

- Maintain databases of potential employers, placement statistics, and alumni records.
- Prepare reports on placement success rates, employer feedback, and areas of improvement.

6. Performance Monitoring:

- Track the success rate of placements and identify areas needing improvement.
- Implement feedback mechanisms to continuously improve the placement process.

7. Industry and Market Analysis:

- Stay updated on industry trends and employment demands.
- Adapt strategies based on economic changes and market requirements

Location: Jaipur and Indore

Experience: minimum 6 years

Qualification: Any postgraduate