



Symbiosis Centre for Distance Learning (SCDL)

Symbiosis Bhavan, 1065B, Gokhale Cross Road, Model Colony, Pune-16

Tel: 020-66211000, Fax: 020 -66211040, 66211041

Website: www.scdl.net

Dear Sir/Madam,

Kindly fill up the below format for our ready reference.

Brief about the Company	TRUSTKLUB Consulting Pvt Ltd, which is the fastest growing placement house in Kolkata . We are a team of 40 full time recruiters working across all geographies and regions. Over the past 12 years we have closed 7000+ positions, majority of which have been in Engineering & Heavy Machinery, BFSI ,Consumer Durables, Automobile, Retail, IT & Telecom , Paint Industry, FMCG & Media ..We have our office at Gariahat and as well as Beliaghata(Near Phoolbagan).
Current Opening (Designation)	HR Recruiter/Recruitment Manager
Profile of the Candidates	Graduate / Postgraduate with Min 60% in Xth (preferred) . Fluency in English and Hindi and a regional language is a must . Candidate must be proficient with MS Office and IT Savvy . * Age : 23 - 32 years . Excellent Communication , Negotiation and Analytical Skills . ,
Locations	KOLKATA(Gariahat and Phool Bagan)
Number of Candidates	4
CTC / Pay Package	Minimum 1.2K- 1.4K for fresher and for experience will be negotiable.
Date of Joining	Dec 2015
Selection Process & Criteria	Face to face interview

Contact Person : Evita Sarkar

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With Warm Regards,

Enrollment Department.