

	PROFORMA NR.:	TPO20110715017
1	Requirement Received Date:	15-07-2011
2	Requirement Received By:	Mahtab Singaporewalla(9823120771)(Head TPO)
3	Mode of Receival:	-
	a - Personal Contact	-
	b - Phone	-
	c - Email	Yes
	d - Media (TV, Radio, Newspaper, Website, Job Portal, etc.)	-
	e - Post	-
	f - Job Fair	-
	g - Others	-
4	Received at Location/Office:	TPO office
5	TPO Contact Point:	Mahtab Singaporewalla(9823120771)(Head TPO)
6	Received From:	
	a - Company/Institute	PAI- ILS
	b - Recruitment Agency	-
	c - Campus	-
	d - Student	
7	Received From Contact Details:	Rishi Acharya, HOD, PAI-ILS (8888808108)
8	Job Opening at Company/Institute Name:	PAI-ILS
9	Company Profile:	Microsoft and Adobe courses and Animation Courses
10	Campus Institutes/Personnel to be contacted for this Role:	
11	Job Role:	Mktg Professionals Building Student and Institute Connections
12	Job Domain:	Educational Sector of PAI-ILS
13	Temporary/Permanent/Project Basis/Internship/etc.:	Permanent
14	Nr. of Vacancies:	-
15	Reporting To:	TBA
16	Role/Profile Details:	-
17	Job Location:	Pune and travelling to other places
18	Placement Structure:	-
	a - On Contract	-
	b - On Company Role	on role of PAI-ILS
	c - On Company's Partner's Role	-

	d	- Freelance	-
19		Required Educational Qualifications:	MBA (Marketing)
20		Required Professional Qualifications:	-
21		Any Technical Certifications:	-
22		Any Language Requirements:	-
23		Any Gender Requirements:	-
24		Any Other Special/Preferred Requirements:	-
25		Any Age Range/Limit:	-
26		On-the-job Travel? (Y/N):	Yes
	a	If "Y", Nr. of Days Per Month	
27		Salary Range:	15K PM
28		Incentive/Perk Details:	-
29		Deadline Date for CV Dispersal:	25-07-2011
30		Candidate Selection Mode/Procedure:	
	a	- Outright (Y/N)	-
	b	- On Recommendation (Y/N)	-
	c	- Aptitude Test (Y/N)	-
	d	- Technical Test (Y/N)	-
	e	- Entrance Test (Y/N)	-
	f	- Group Discussion (Y/N)	-
	g	- Presentation (Y/N)	-
	h	- Personal Interview (Y/N)	Yes
	i	- Telephonic Interview (Y/N)	-
	j	- Video Conferencing (Y/N)	-
31		Any Special Points for Selection Procedure:	-
32		Selection Date:	25-08-2011
33		Selection Time:	11.00am
34		Venue Details of Selection Procedure:	PAI - ILS (at Azam Campus)
35		Contact Details of Selection-in-Charge:	Rishi Acharya, HOD, PAI-ILS (8888808108)
36		Any Special Requirements for Selection Venue:	-
37		Tentative Targetted Joining Date:	01-08-2011
38		Placement Closure Date:	30-7-2011