



Grow Your Career

at LinkedIn's Top 20 Start Ups

Human Resource Intern



We are a

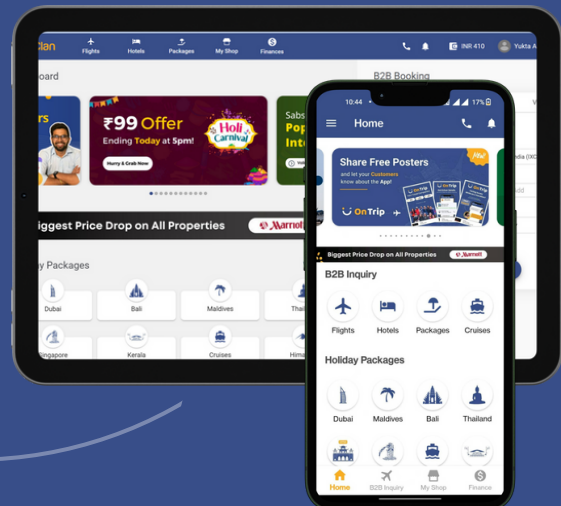
B2B Travel Company

We Sell to

Travel Agents



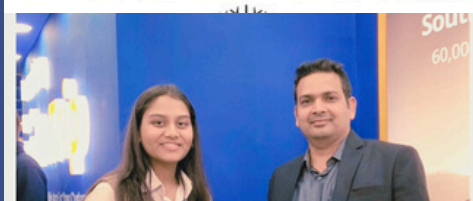
We Sell
Flights, Hotels
& Packages



We Thrive When

Travel Agents

**Grow
Their
Business**



We go
the extra mile

To deliver

Exceptional
Travel
Experiences



Human Resource Intern

Stipend

₹15000 per month

15K with monthly increments (every month it gets increased by 5K)

Also, PPO on delivering exceptional performance with CTC of 5.4 LPA



Roles and Responsibilities

- Screen resumes and application forms.
- Coordinate with the Human Resources team to schedule and confirm interviews with candidates.
- Actively handle the end to end interview operations.
- Post, update and remove job ads from job boards, careers pages and social networks.
- Update the internal databases with new employee information, including contact details and other required details.
- Participate in organizing the company events and activities.

We are invested in

Your Growth !!



Above Market
Compensation



Work with High
Responsibility



Create wealth
with ESOPs



Great Team &
Mentors



Training & Support

Settling in new roles can be challenging.

We enable you to learn faster with

- Training,
- Resources and
- A collaborative team environment.

Recruitment Process



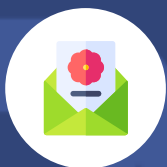
Aptitude Test & Group Discussion

- A basic 50-minute aptitude test
- 30-minute group discussion



Personal Interviews

- 1 video Interviews
- 2 detailed discussions



Extending an offer

- Documentation
- Offer Extended

Recruitment Process



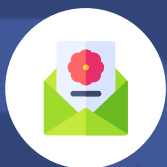
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Extending an offer

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Check if you **Fit in the Role**



You Must...



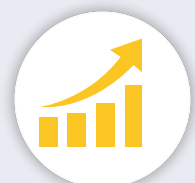
- Enjoy speaking to new people
- Be calm in handling difficult situations
- Have strong empathy / maturity
- Enjoy resolving concerns of team members

You can...



- Organize team engagement activities
- Do repetitive work patiently

You want to...



- Improve interpersonal skills
- Improve interpersonal skills

— This role is not ideal for someone who is...

- ✗ Not comfortable with recruitment
- ✗ Not good at understanding people
- ✗ Not comfortable with targets
- ✗ Not comfortable with long working hours i.e. **10 - 12 hours daily**
- ✗ Not excited about working on Saturdays (**6 days a week**)
- ✗ Not comfortable with a 6 months in-office internship

*Ditch what
you're not into.
Never settle for less!*



Our Non-Negotiables



100% Work from Office

6 Days a week **Including Saturdays**

work hours

9:30 till **Work Gets Over**


You should expect 10-12 hours work in a day!

We are fast-growing startup & building something valuable takes time. We understand that some aspects of this role are demanding, and we strive to make our office a place where you feel supported, valued

We are an ideal workplace For Team Players


If you just want to

- ? share problems
- ? stick to status quo
- ? question long hours
- ? do bare minimum
- ? look for quick wins

 **You May Not Be
Happy At Work**

You will thrive, if you

- ✓ solve problems
- ✓ improve processes
- ✓ focus on output
- ✓ make customer smile
- ✓ build lasting value

 **You Will Shine
& Grow With Us**

Top Performers at TravClan, have
High Ownership

**Looking forward to having
you on board with us!**

