

# Campus Placement Drive

By

<b>Name of Company</b>	<b>My Operator</b>
<b>Date of Drive</b>	<b>10<sup>th</sup> October 2018</b>
<b>Venue</b>	<b>Amritsar College of Engineering &amp; Technology</b>
<b>Reporting Time</b>	<b>09.00 AM</b>
<b>Stream Eligible</b>	<b>BBA/B.Com</b>
<b>Batch</b>	<b>2019 Passing Out</b>
<b>Job Profile</b>	<b>(Trainee) Voice Tree Technologies</b>
<b>Job Location</b>	<b>New Delhi, Jhandewalan</b>
<b>Package</b>	<b>Rs. 2.22 LPA</b>
<b>Job Description</b>	<ul style="list-style-type: none"> <li>• Explaining our key products to small &amp; medium sized businesses.</li> <li>• Understanding the requirements of customers and gathering information.</li> <li>• Developing a customer engagement strategy focused on financial gain.</li> <li>• Promoting the company's products/services addressing or predicting clients' objectives.</li> <li>• Maintaining sales leads pipeline and taking thorough follow up with clients.</li> </ul>
<b>Required Skills</b>	<ul style="list-style-type: none"> <li>• Should have excellent communication and negotiation skills.</li> <li>• Should have time management and planning skills.</li> <li>• Should have proficiency in MS Office and CRM software (e.g. Salesforce).</li> </ul>
<b>Selection Process</b>	<ul style="list-style-type: none"> <li>• Skype Interview</li> </ul>
<b>Documents to carry</b>	<ul style="list-style-type: none"> <li>• 10th &amp; 12th Certificate along with Mark sheets.</li> <li>• All Semesters Mark Sheets.</li> <li>• <b>One copy of CV is must.</b></li> <li>• Four Photographs.</li> <li>• Address Proof (DL, Voter ID, Passport, Pan Card copy, AADHAR Card Copy MUST)</li> </ul>