

PLACEMENT NOTICE
(OF ALL PROGRAMMES)

Web Content Specialist

Tekno Point/DEPT® is in urgent need of Web Content Specialists . Details are as below:

COMPANIES & JOB PROFILE	Tekno Point/DEPT® Website: TEKNO POINT/DEPT
JOB PROFILE	Web Content Specialists
LOCATION	Borivali
JOB TYPE	Full-Time
PACKAGE	1.80 LPA (At the time Probation) 3 LPA CTC (post successful probation period) (On basis of performance)
EDUCATION (MUST HAVE)	Graduation (any stream)
EXPERIENCE	0-1 year
PROBATION PERIOD	6 months
BOND	Two-year bond (starting from date of joining)
RETENTION BONUS	Eligible for Retention Bonus after 1 Year from Date Of Confirmation <ul style="list-style-type: none"> • 1 Year completion - 25,000/- (One time) • 2 years completion - 50,000/- (One time)
SPECIAL SKILLS	<ol style="list-style-type: none"> 1. Must have excellent communication skills, both written and verbal 2. be able to undertake research using a variety of sources 3. be able to multitask and prioritize work schedules 4. be computer literate and possess good keyboard skills 5. be interested in different methods of communication.
RESPONSIBILITIES	<ol style="list-style-type: none"> 1. Working with Client Marketing teams and Content Teams to get most suitable assets and write up for their digital properties 2. Populate content in Digital Channels via tools (<i>Training will be provided</i>) 3. Client Communication & Management

COMPETENCY	<ol style="list-style-type: none">1. Good Attitude2. Willingness to Learn3. Discipline4. Time Management
<p><u>How to apply:</u> <u>Send your resume in PDF format to nmfcplacement@gmail.com before 28th NOVEMBER, 2023 latest by 12 noon.</u></p>	



(Vice-Principal)



(I/C Principal)