

To,  
The Principal  
Government ITI College  
Beawar, Rajasthan

02 -Dec-2021

**Subject – Proposal for ITI campus recruitment**

Dear Sir,

Greeting of the day !

We “**HRVS India Private Limited**” authorized campus recruitment partner of **Suzuki Motor Gujarat Private Limited** are putting up this proposal for Campus hiring at your Institute.

The details of campus recruitment and eligibility criteria are mentioned below for your reference

**Written Test Venue** –Government ITI Beawar.

**Interview Venue** – Government ITI Beawar

**Written Test Date:** 08- Dec- 2021

**Interview Date:** 08- Dec- 2021

**Educational Criteria-** 10<sup>th</sup> pass with 50% marks & ITI pass with 60% marks

**Age Criteria-** 18 Yrs to 23 Yrs

**Year of ITI pass out** – ITI pass out candidates in year 2015, 2016, 2017, 2018, 2019 & 2020

**Trades-** Fitter, Diesel Mechanic, Motor Mechanic, Turner, Machinist, Welder, Electrician, Tool & Die Maker, Plastic Processing Operator, COE (Automobile), Tractor Mechanic and Painter General

**Category of Institutes-** Government/Semi Government/ Private ITIs

**ITI certification** - NCVT or SCVT

**Gender** – Only male candidates can participate

**Compensation and benefits of employees will be as below:**

- Monthly (CTC) **INR 20100/-**
- Monthly take home **INR 13925/-**
- Subsidies Meal
- Uniforms at Company Cost
- Safety Shoes & other PPEs at Company Cost
- Leaves (As per company norms)

- Dormitory on nominal Charges-1000 Rs
- Covered under GPA, Medclaim & term policy - As per company Policy

### **Recruitment Process:**

HRVS Team will do initial screening of all the eligible applicants as per eligible criteria mentioned above, Initial screening will includes verifying original documents of applicant as mentioned below and conduct written test paper. Final screening includes face to face interview. The said activities will be done on the same day of recruitment process

### **Original documents required during screening –**

- 10<sup>th</sup> Passing certificate / Mark sheet (original and sets of 2 photocopies)
- 12<sup>th</sup> Passing certificate / Mark sheet (original and sets of 2 photocopies), if applicable
- ITI Mark sheets all semesters (original and sets of 2 photocopies)
- Government ID Proofs - Aadhar Card / PAN Card (original and sets of 2 photocopies)
- 3 Recent passport size photographs

### **Employment details:**

Selected candidates in final screening will be hired on fixed term contract for seven months. After successful completion of seven months as FTC, they will be assessed by the Suzuki Motors management based on their performance for next level as company trainee towards permanent employment.

Looking forward your consent and support to make this campus recruitment drive grand successful

**FOR HRVS INDIA PRIVATE LIMITED**

**Thanking You**

**Harish Raghav  
Director**

## CTC Breakup

Sr. No.	Description	Amount (Per Month)
1	Basic	9600
2	Conveyance	1500
3	Supplementary Allowance	4600
4	Washing Allowance	300
5	Attendance Incentive	1800
<b>Gross Salary</b>		<b>17800</b>
<b>Deductions</b>		
6	EPF (Employee Share)	1800
7	Professional Tax	200
8	Canteen (1 Time Food in Company Canteen)	875
9	Company Dormitory / Hostel Charges	1000
<b>Total Deduction</b>		<b>3875</b>
<b>In Hand Salary</b>		<b>13925</b>
10	Retention Bonus	500
11	EPF (Company Share)	1800
<b>CTC (Gross Salary + Retention Bonus + EPF Company Share)</b>		<b>20100</b>