

HR recruiters

Job Posted by Kalpana Jha | July 19, 2022

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Hi,

Request to check below JD & give us your email confirmation for interview process.

If any Query feel free to call Kalpana on 9328509360

Company :- Protean eGov Technologies Limited

Position :- HR recruiters

Location:- Lower Parel, Mumbai

About Company:-

About Protean eGov Technologies Limited (formerly NSDL e-Governance Infrastructure Limited)

Protean eGov Technologies Ltd., is one of the key IT enabled service providers engaged in conceptualizing, developing and executing nationally critical and population scale greenfield technology solutions.

The company has extensively collaborated with the government over the last 25 years in creating digital public infrastructure and developing innovative citizen centric e-governance solutions.

The company's core strength lies in not just enabling technology, but also providing the necessary interventions for ecosystem creation and adoption of new technologies and business models.

In these two-and-a-half decades, the company has created strong e-governance interventions impacting multiple sectors of the Indian economy and touching various aspects of a citizen's life – modernizing

the direct tax infrastructure, providing a tax identity to citizens and corporates (issuance of PAN card), strengthening the old-age social security infrastructure

(National Pension System NPS & Atal Pension Yojna APY), promoting financial inclusion by contributing to the India Stack by enrolling citizens for National Identity and enabling the BFSI sector by

providing Aadhaar-based identity authentication and e-Sign services. Over these years, the company has implemented and managed 18 projects spread across seven ministries and autonomous bodies, ushering positive change in delivery of public services.

To create a truly inclusive service delivery mechanism Protean has established a pan India network of centres to provide assisted services to the digitally excluded. This Phygital model created by

Protean promotes and enables universal access and financial inclusion in the country without bias.

'India's Best Company of the Year 2021' in India's Best IT Enabled e-Governance Service Company Category by Berkshire Media LLC, USA.

'Best IT Company In Western Region' at Business Leaders' Summit & Awards 2021 by Worldwide Achievers Pvt Ltd.

Golden Peacock Award for Innovation Management - 2018

CMMI SVC Version 1.3 - Level 5 for Central Recordkeeping Agency (CRA) - Subscriber Services and CRA Systems infrastructure.

Conferred with an award at ET e@G Summit 2014 for Remarkable Contribution to e-Governance Sector" by ET Edge, An Economic Times Initiative.

ISO/IEC 22301:2012 certification awarded for functions of Central Recordkeeping Agency (CRA) - CRA Settlement.

ISO 9001 - 2015 certificate awarded for functions of Provision of Tax Information Network & PAN related services for Income Tax Department and EASIEST for Department of Customs and Central Excise, Government of India.

ISO/IEC 27001:2013 certification for Information Security Management System awarded for TIN & PAN, CRA, Aadhaar Authentication & e-KYC and NSDLgst functions.

ISO 20000-1:2011 certification awarded for processes based on ITIL framework to manage, maintain and improve service management for CRA infrastructure.

Conferred with the SKOCH Digital Inclusion Award 2011 for Technology in Financial Inclusion for NPS Lite System.

Awarded CMMI Level 3 Certification for CRA functions.

Awarded Tier IV Certification for Data Centres.

India's Best Company of the Year 2021' in India's Best IT Enabled e-Governance Service Company Category by Berkshire Media LLC, USA.

Best IT Company In Western Region' at Business Leaders' Summit & Awards 2021 by Worldwide Achievers Pvt Ltd.

JOB DESCRIPTION

Job Responsibilities:

1. Source Potential candidates and fill the vacant positions
2. Review resumes to evaluate if candidates meet requirements of the position
3. Plan and schedule interviews
4. Follow up with placement consultants and hiring managers
5. Salary negotiations with selected candidates
6. Drafting and raising approvals in the system
7. Prepare offer letters
8. Post offer follow up with candidates
9. Prepare on boarding kits and process paperwork
10. Prepare various reports related to Talent acquisition

Experience required: 1 to 6 years

Tenure: Fixed term contract

For Management 2000 Placements & Recruitments Pvt., Ltd.,

Kalpana Jha

Branch Business Consulting Partner

kalpana@careerzodiac.com

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