



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Integrated Training & Placement Cell (ITAP)

<https://www.gtuplacement.edu.in/>

Ref: GTU/ITAP/ Placement

Date: 09th June 2021

CIRCULAR

Opportunity for Internship in Unnati

Name of Organization: Unnati

About the Organization:

The Knowledge Hub for Civil Aspirants is a non-profit organization registered with the Government of India. We work for the upliftment of youth in different sectors. We provide them the guidance they need and from time to time we conduct seminars and events.

We're interested in hiring students from your prestigious college for an internship with us. Keeping in mind the Covid-19 situation and the well-being of the students, the hiring will be online. Internship profiles, work descriptions, and other details are mentioned in the PDF attached below. You can mail us the details of interested candidates including names, contact numbers, email ID, and profile. Kindly note the following points:

- One candidate is eligible to apply for only one profile.
- For 3 months internship, the Certificate is signed only by the chairperson of Unnati.
- Participation in meetings, events, campaigns, projects, and all other activities of the organization is mandatory.

ITAP (Integrated Training & Placement) Cell | Contact: +91-79-23267516 | Email : itap@gtu.edu.in

Winners of : ICT Enabled University Award E-India - 2009 v Manthan Award - 2009

v GESIA Award - 2011 v Digital Learning WES - 2011 Award



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Integrated Training & Placement Cell (ITAP)

<https://www.gtuplacement.edu.in/>

❖ COMMON REQUIREMENT DETAILS

1. **HUMAN RESOURCES** : Conducting online and offline interviews, updating work reports, guiding and motivating interns, conducting and attending regular meetings, maintaining healthy work relations with colleagues and team mates, and ensuring smooth functioning of the organisation are the basic roles of our HR interns.

- Certificate of Internship signed by a Member of Parliament.
- Letter of Appreciation signed by a Civil Services Officer or Member of Parliament (Performance-based).
- Letter of Recommendation (Performance-based)
- TENURE: 6 Months

2. **CORE TEAM:**

Our Core members are responsible for planning and organising the work, guiding and handling various departments like HR, Content etc., and smooth running of the organisation.

- Certificate of Internship signed by a Member of Parliament.
- Letter of Appreciation signed by a Civil Services Officer or Member of Parliament (Performance-based).
- Letter of Recommendation (Performance-based)
- TENURE: 12 Months

3. **MARKETING:**

Our marketing team's primary work includes pitching for sponsorships and collaborations from various companies, educational institutions, startups etc.

ITAP (Integrated Training & Placement) Cell | Contact: +91-79-23267516 | Email : itap@gtu.edu.in

Winners of : ICT Enabled University Award E-India - 2009 v Manthan Award - 2009

v GESIA Award - 2011 v Digital Learning WES - 2011 Award



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Integrated Training & Placement Cell (ITAP)

<https://www.gtuplacement.edu.in/>

Incentives:

- Certificate of Internship signed by a Member of Parliament.
- Letter of Appreciation signed by a Civil Services Officer or Member of Parliament (Performance-based).
- Letter of Recommendation (Performance-based)
- Stipend: Upto Rs. 20,000
- TENURE: 6 Months

3. SOCIAL MEDIA MARKETING:

Social Media interns promote and share contents provided, promote events organized by us on various social media platforms and helping us to increase our online reach.

Incentives:

- Certificate of Internship signed by the chairman or a Member of Parliament respectively.
- Letter of Appreciation signed by a Civil Services Officer or Member of Parliament (Performance-based).
- Letter of Recommendation (Performance-based)
- TENURE: 3/6 Months

4. CONTENT WRITING:

Involved in writing creative contents and making interactive videos for our website and social media handles including Facebook, Instagram, Twitter, and LinkedIn. In addition to these writing contents for brochures etc.

Incentives:

- Certificate of Internship signed by a Member of Parliament.
- Letter of Appreciation signed by a Civil Services Officer or Member of Parliament (Performance-based).
- Letter of Recommendation (Performance-based)
- TENURE: 6 Months

ITAP (Integrated Training & Placement) Cell | Contact: +91-79-23267516 | Email : itap@gtu.edu.in

Winners of : ICT Enabled University Award E-India - 2009 v Manthan Award - 2009

v GESIA Award - 2011 v Digital Learning WES - 2011 Award



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Integrated Training & Placement Cell (ITAP)

<https://www.gtuplacement.edu.in/>

5. GRAPHIC DESIGNING:

Designing different kinds of graphics like posters, certificates, banners, flexes, presentations etc. for online and offline use, and editing video contents are the responsibilities of our Graphics Team.

Incentives:

- Certificate of Internship signed by the chairman or a Member of Parliament respectively.
- Letter of Appreciation signed by a Civil Services Officer or Member of Parliament (Performance-based).
- Letter of Recommendation (Performance-based)
- TENURE: 3/6 Months

❖ **Following are the links to company website and social media handles –**

- Website: www.unnaticell.com
- Facebook: facebook.com/unnaticell
- Instagram: instagram.com/unnati_cell
- Twitter: twitter.com/unnaticell

Contact On: Anushka Chaudhary, Number. + (91) ----- , E-mail: anushkachaudhary.hr.unnati@gmail.com

Sd/-
I/C ITAP

ITAP (Integrated Training & Placement) Cell | Contact: +91-79-23267516 | Email : itap@gtu.edu.in

Winners of : ICT Enabled University Award E-India - 2009 ∨ Manthan Award - 2009

∨ GESIA Award - 2011 ∨ Digital Learning WES - 2011 Award