



RGUUIT-Basar/Placement/Notice Board/333/2018-19

Date: 04.04.2019

### **JOB DESCRIPTION OF OMICS INTERNATIONAL**

#### **Eligibility Criteria:**

<b>Branches</b>	<b>CHEM &amp; MME</b>
<b>CGPA</b>	<b>6.0</b>
<b>CTC</b>	During the first 3 months we will be pay consolidated Stipend Payment of Rs.13500/- after 3 months of CT joining based on their performance can be taken on roles
<b>JOB DESIGNATION</b>	<b>Program Coordinator</b>
<b>Location</b>	<b>Hyderabad</b>
<b>Training</b>	<b>Yes</b>

REGISTRATION STARTS FROM: 04th April 2019

LAST DATE FOR REGISTRATION: 05<sup>th</sup> April 2019

#### **Job Duties:**

- Coordinates program related events such as workshops, symposia, national and international Scientific Events etc
- Designing scientific sessions for the conference. Invite professors, Assistant, Associate from

## Universities

- Directors, Managers and Executive from Reputed companies throughout the world be a main point of contact for Program chairs, session chairs, scientific committee and invited speakers

- Conference content/for all conference related communications, Content Marketing or Content

## Manager

- Forming organizing committee and scientific squad with top quality scientists on the research

- More intellectual in using scientific knowledge and footing on current scientific inventions

- Adopt/attain information on new finding in the all related research fields regularly

- To make event successful by providing fruitful information to the scientific community

- Plan and execute all web, SEO/SEM, marketing database, email, social media and display

## advertising Campaigns

### Job Requirements:

- Research ideas and facts pertinent to the type of content/topic assigned
- Excellent communication and listening skills
- The ability to handle complex information clearly and simply
- Good sales and negotiation skills
- Plenty of drive, initiative and motivation
- An honest and trustworthy manner
- Attention to detail, the ability to analyze and research information
- Develop ideas derived from online/offline research and organize the same on

paper or computer

- applications
- Highly creative with in identifying target inform and motivate
- Knowledge in optimizing landing pages
- Strong analytical skills and data-driven thinking
- Up-to-date with the latest trends and best practices in online marketing and measurement

**Sd/-**  
**Placement Office**