

Capgemini Recruitment – Human Resource Post

Job Location

Kolkata, West Bengal, India
Remote work from: India

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Base Salary

Rs. 16,000 - Rs. 27,000

Qualifications

graduate

Employment Type

Full-time

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Description

Capgemini currently hiring Candidates For Human Resource Post.

Position Title: Human Resource.

Department: Capgemini.

Job Location: Kolkata.

No Of Vacancies: Various

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Experience: All Interested Candidates have to be 6 Months to 2 Years.

Age Limit: Age limit of Interested Candidates must be a minimum of 18 years and a maximum of 45 years.

- Process HR transactions (e.g. joiners/leavers, time and attendance, right to work etc).
- Process client's queries and escalations (via phone, chat and case management system).
- Provide clarification of HR policies and procedures.
- Organize knowledge sharing sessions internal and cross teams.
- Successful process related problem solving.
- Team back up structure monitoring.
- Team workload monitoring and prioritizing
- Ensure good business results.

Hiring organization

Capgemini

Date posted

December 12, 2022

Valid through

31.03.2023

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