



## Internship Announcement Form

Name of Company	eP (eigoPaathshala)
Website	<a href="http://www.eigop.com">www.eigop.com</a>
Industry / Sector	Education
Brief profile of the Company	<p>We are dedicated to bridge the language barrier between Foreigners and Indians. We are a team of young and passionate professionals and our team comprises of Indians, Europeans and Japanese natives.</p> <p>Currently operational in India (Delhi/Gurgaon/Mumbai/Pune/Bangalore/Chennai) and Kobe in Japan. We primarily teach English and other regional Indian languages to foreigners. At present we take classes with foreigners throughout India and Japan.</p>

### Contact Details

E-mail ID	<a href="mailto:hr@eigop.in">hr@eigop.in</a>
WhatsApp	+91 88 02 55 77 55

### Internship Details

Internship offered	<b><u>IT (Software development)</u></b>
Roles and Responsibilities	<b><u>Selected intern's day-to-day responsibilities include:</u></b> <ol style="list-style-type: none"><li>1. Helping build an application, software (web, mobile versions) to resolve problem statements</li><li>2. Managing tasks assigned from time to time. Reading and finding economical and viable solutions for small task. Helping with websites, Google forms, etc.</li><li>3. Helping robotize and automate processes</li><li>4. Focusing on lean processes without manual intervention</li><li>5. Other tasks as assigned</li></ol>
Intern Assistance	<b><u>We endeavor to provide following assistance:</u></b> <ol style="list-style-type: none"><li>1. <b>Manager</b> - Associated with manager for all work-related guidance</li><li>2. <b>Mentor</b> - Senior person linked for any periodic personal discussion, any issues which Intern is not able to handle including outside office too, career guidance etc.</li></ol>

	<b>3. Onboarding Assistance</b> – Help to create access for office related software. Assisted onboarding.
Type of internship	Unpaid with perks & benefits
Perks & benefits	<ol style="list-style-type: none"> <li>1. Flexible working hours. No clash to University classes.</li> <li>2. One month leave for exams</li> <li>3. Virtual, WFH Internship</li> <li>4. Opportunity to do internship from India post completion of studies for top performers.</li> <li>5. Japanese course on Company's cost for good performers.</li> <li>6. Hindi / Indian cultural classes</li> <li>7. Internship certificate on successful completion.</li> <li>8. Recommendation letter for top performers.</li> </ol>
No. of vacancies (approx. range)	7
Duration	6 months (part time)
Qualification looking for (UGs/PGs etc.)	UGs/PGs
Discipline looking for (Arts/Science/Commerce etc.)	IT
Eligibility Criteria (Marks %, Special skills, etc.)	Certification course in coding or experience in coding is preferred
Medical Requirements if any	Should be medically fit

### Selection Procedure

Shortlist from Resumes(Yes/No)	Yes
Personal/HR/Technical Interviews: (Yes/No)	Yes
No. of rounds (If pre-decided else approx.):	2-3