



Ref: SXCJ/ACAD/TIPC/INTERNSHIP/2025-26/3978

Date: 11/06/2026

Internship Opportunity with Humanhire Corp

This is to inform all students that **Humanhire Corp** is offering both **Internship** and **Full-Time** opportunities to the students for various profiles.

Internship Details:

Location: Vaishali Nagar, Jaipur

1. HR Executive Trainee

- Duration: 3–6 Months
- Stipend: Up to ₹8,000 per month
- Key Responsibilities:
 - Recruitment coordination, candidate sourcing, screening, and onboarding
 - Attendance management and employee grievance support
 - HR operations and employer branding activities

2. Operations Executive Trainee

- Duration: 3–6 Months
- Stipend: Up to ₹8,000 per month
- Key Responsibilities:
 - Support day-to-day business operations
 - Maintain operational reports and documentation
 - Coordinate with internal teams and assist in process improvement initiatives

Full-Time Opportunity

Human Resource Specialist

- Training Period: 2 Months
- Stipend During Training: ₹7,500 per month
- Post-Training CTC: Up to ₹3.0 LPA
- Key Responsibilities:
 - End-to-end recruitment and onboarding
 - Documentation, attendance management, and employee grievance handling
 - Coordination with department heads for manpower planning
 - Driving HR initiatives and maintaining employer branding

Eligibility

- Candidates should possess good communication, coordination, organizational, and problem-solving skills.
- Basic knowledge of MS Excel, documentation, recruitment platforms, and HR tools will be an added advantage.

Career Benefits

- Practical industry exposure and hands-on experience.
- Opportunity to work on real-time business operations and HR functions.
- High-performing interns may receive a **Pre-Placement Offer (PPO)**.
- Potential full-time employment with a package based on performance.

Interested students are advised to apply through the Training & Placement Cell within the stipulated deadline. Students should carefully review the role requirements before applying.

Interested students are advised to share their updated resumes within the given timeline by applying here:
<https://forms.gle/cT8zFAQedDDjUXRH9>

Last date to apply: -13th June 2026

For further details, kindly contact:

Dr. Happy Agrawal, Coordinator, TIPC tipc@xscjpr.edu.in

Ms. Sonali Dubey, TPO, TIPC tipc@xscjpr.edu.in

Principal
St. Xavier's College, Jaipur
Nevta-Mahapura Road, Jaipur

Ref: SXCJ/ACAD/TIPC/INTERNSHIP/2025-26/ 3979-3983

Copy forwarded to the following for information and necessary action:

1. Vice-Principal, St. Xavier's College Jaipur
2. Coordinator, Training, Internship and Placement Cell, St. Xavier's College Jaipur
3. Heads of all Departments, St. Xavier's College Jaipur
4. Coordinator, Website Committee, St. Xavier's College Jaipur
5. Principal's Office, St. Xavier's College Jaipur

"To create men and women for others"

Nevta - Mahapura Road, Jaipur - 302029, Rajasthan, India Tel: +91 9828726366 / 9571077348

Email: info@xscjpr.edu.in Website: www.xscjpr.edu.in