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Vedantu Human Resources Jobs – Job Vacancy Near Me – Vedantu Job Vacancy

Job Location
India
Remote work from: IND

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Base Salary
USD 13 - USD 22

Qualifications
Graduate, 12th

Employment Type
Full-time

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Hiring organization
Vedantu

Date posted
January 26, 2024

Valid through
31.08.2024

APPLY NOW

Description

Vedantu Human Resources Jobs

This is an exciting opportunity for a bright and enthusiastic individual to join our dynamic HR team. You'll be responsible for a diverse range of tasks, from crafting compelling job descriptions and managing recruitment processes to onboarding new talent and ensuring employee satisfaction.

Vedantu Careers

Responsibilities:

- **Recruitment:** Source, attract, and screen top talent for open positions across the organization.
- **Onboarding:** Create a seamless and welcoming onboarding experience for new hires, ensuring they feel supported and informed.
- **Employee Relations:** Foster positive relationships with employees by addressing concerns, resolving conflicts, and providing ongoing support.
- **Performance Management:** Implement and manage performance management processes, including setting goals, conducting reviews, and providing feedback.
- **Compensation & Benefits:** Ensure accurate and timely payroll processing, administer benefits programs, and communicate changes effectively.
- **HR Compliance:** Maintain compliance with all relevant labor laws and regulations.
- **Project Management:** Participate in HR-related projects and initiatives,

ensuring successful implementation and ongoing monitoring.

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Vedantu Jobs For Freshers

Skills:

- **Excellent communication and interpersonal skills:** You build rapport easily and can communicate clearly and concisely with employees at all levels.
- **Strong organizational and time management skills:** You juggle multiple tasks effectively and meet deadlines consistently.
- **Proficiency in HR software and tools:** You're comfortable using HRIS systems, applicant tracking systems, and other relevant tools.
- Bachelor's degree in Human Resources, Business Administration, or a related field preferred.
- Freshers with a strong desire to learn and grow in the HR field are welcome to apply.
- Passion for creating a positive and engaging work environment.

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Important Links   **Find the Link in [Apply Now](#) Button**

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