

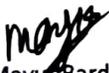


VEER NARMAD SOUTH GUJARAT UNIVERSITY, SURAT  
(Accredited with "A" grade by NAAC)

Report of Event

1.	Department Name	Department of Human Resource Development
2.	Name of The Event	The Ultimate Interview Q & A Guide- For HR Candidates
	Date of the Event	21-December'21
3.	Nature of the Event (e.g. Invited Talk, Workshop, Conference, Symposia, Training Program, Cultural, Extra-Curricular, CO-curricular, Social, NCC, NSS ..)	A Publication By The Department of Human Resource Development, Veer Narmad South Gujarat University, Surat
4.	Name of Speaker(s) / Expert(s) / Guest(s)	Team of Department of HRD, VNSGU
5.	Brief detail of Speaker(s) / Expert(s) / Guest(s)	Team of Department of HRD, VNSGU
6.	Number of Participants	NA
7.	Sponsoring Agency (If Any)	NA
8.	Amount Received (if Any)	NA
9.	Brief Summary of Event	The Ultimate Interview Q & A Guide ● Key interview questions and model answers ● Things to do before the interview ● How to follow-up after the interview? ● HR specific questions ● What to focus on in your interview? ● Questions to ask employer during an interview?

Enclosures: 1. Link to the pdf

  
Mayur Bardolia

(Event In-charge)

Date : 29/01/22

  
Dr Digvijaysinh Thakore

(Professor & Head)

Place : Department of Human Resource Development,  
VNSGU, Surat

# THE ULTIMATE INTERVIEW Q & A GUIDE

**-: For HR Candidates :-**

Published by

**Department of Human Resource Development  
Veer Narmad South Gujarat University, Surat**

## Tell me about yourself

Give the interviewer a brief overview of your professional history. Take this opportunity to focus on notable achievements throughout your career. Practice summarizing your career in one to two minutes.

This is really more of a request than a question. But these few words can put you on the spot in a way no question can. Many quickly lose control of the interview during the most critical time- the first five minutes. This is not the time to go into a lengthy history or wander off in different directions. Your response should be focused and purposeful. Communicate a pattern of interests, skills, and strengths that relate to the position in question. Consider your response to this question as a commercial that sells your autobiography. Provide an answer that includes, what you are getting a degree in, your major, a few highlights from your resume such as projects or classes that relate to the position you are interviewing for, any work experience, leadership experience, and finally include why you are interested in this particular employer. One of the most effective ways to prepare for this question is to develop a 60-second (can extend to 2 minutes) biographic sketch that emphasizes a pattern of interests, skills, and accomplishments. Focus your response around a common theme related to your major interests and skills. Take, for example, the following response, which emphasizes computers.

*"Since I was a teenager, I enjoyed working with people. It was my hobby, my passion, and my way of learning. Like most kids I enjoyed playing with my friends and taking leadership when needed.*

*When I went to high-school, I came across the field called human resource management. Out of curiosity I discovered more about it and I got fascinated with the work an HR person does.*

*By the time I graduated from high school, I knew I wanted to study HR. From that point on, everything fell into place. My life revolved around human resource management.*

*When I joined \_\_\_\_\_ for internship, I realized that this is the field in which I will be making my career.*

*I am interested in working for COMPANY NAME so I can be act as a catalyst of growth. I want to take an active part in the development of the company. I believe that the company is seeking for growth and it directly depends on the quality of human resource. I want to make sure that the entire leadership line from the top to bottom is strong enough to grow. Ultimately, management is about maximum use of resource of resources including human resource. I want to develop a powerful human resource that create powerful results.*

*I feel like this position is a great fit between my accomplishments and strengths and what you are looking for. I am prepared to answer any questions you may have about my education and experience."*

This response sets a nice tone for starting the interview. The interviewee is able to say a lot within 60 seconds by staying focused. The message is clear: the interviewee has both passion and focus relating to the position. He stays on message and concludes by leaving the door open for additional questions about his education and experience. Unfortunately

some candidates get off on the wrong foot by rambling on for several minutes about their childhood, family, hobbies, travels, and interests.

#### Repeat Key Accomplishment Statements

Throughout the interview you will be asked numerous questions about your attitude and ability to do the job. Whenever possible, talk about your accomplishments in terms of what you did and the results of your actions for employers. Give examples of your effectiveness, which should include specific skills and statistics.

### **What interests you about this job?**

Many job seekers make the mistake of focusing on what's in it for them — salary, benefits, etc. Instead, use your answer to tell the interviewer what you will bring to the table. Whether it's the challenges of the position, the day-to-day responsibilities, or the chance to work for a thriving company, figure out what genuinely excites you about the opportunity.

### **We're considering two other candidates for this position. Why should we hire you rather than someone else?**

Do not be distracted by the mention of two other candidates, you don't know anything about them and they could be fictitious. Focus on what strengths you bring to the table. These should be consistent with the four things most employers are looking for in candidates during the job interview: competence, professionalism, enthusiasm, and likeability. Remember, they are looking for chemistry between you and them. Be prepared to summarize in 60 seconds why you are the best candidate for the job. Also, let the employer know you want the job and you will enjoy working with them. A lack of interest in the job may indicate a lack of enthusiasm for the job and them.

### **Why do you want to work in this industry?**

Tell a story about how you first became interested in this type of work. Point out any similarities between the job you're interviewing for and your current or most recent job. Provide proof that you aren't simply shopping in this interview. Make your passions for you work a theme that you allude to continually throughout the interview.

"I've always wanted to work in an industry that makes people and organisation better. One of my hobbies is helping people improve and perform better. I've found that I can help people to be a better version and ultimately link their personal goals with the organisational goals. I could be an accountant or marketer anywhere, but I'd rather work in industry where I can get the opportunity to work directly in the development of individual as well as organisation."

## **Tell me what you know about this company.**

Describe your first encounter or a recent encounter with the company or its products and services. What would be particularly motivating to you about working there as opposed to working the same type of job in a different company? The recruiter will look for evidence of genuine interest and more than just surface research on the company. Reciting the annual report isn't likely to impress most recruiters, but feedback from customers and employees will.

## **Why should I hire you?**

Don't repeat your resume or employment history. Offer one or two examples to explain why you're talking to this particular company.

What's the most compelling example you can give to prove your interest? This question often remains unasked, but it's always in the back of the recruiter's mind. Even if this question isn't asked, you should find an opportunity to use your prepared response sometime during the interview, perhaps in your closing remarks.

## **Tell me about a time you didn't perform to your capabilities.**

This question forces the candidate to describe a negative situation. Do so in the context of an early career mistake based on inexperience; then demonstrate the better judgment you now have as a result of that learning experience.

*"The first time I had to give a presentation to our seniors and mentors during my internship. I failed to anticipate some of their questions. I was unprepared for anything other than what I wanted to report. Now my director and I brainstorm all the what-ifs in advance."*

## **Tell me about an effective manager, supervisor, or other person in a leading role you've known.**

Talk about a supervisor's management style and interpersonal skills. Focus on the positive-how the person worked rather than what type of work he or she did. How was the person able to accomplish so much and get your support?

*"The best professor I ever had always reviewed the most important points from our last class before he moved on to new material. He also watched our faces carefully and repeated information whenever he saw a blank stare. Sometimes he would just ask for feedback by saying, 'What are you having difficulty with?'" He never assumed too much or made us feel dumb for not grasping a concept quickly."*

## How do you usually go about solving a problem?

The interviewer will want to hear the logic you use to solve problems as well as the outcomes you're able to achieve. Are you decisive?

How do you narrow the options and make decisions? What do people say about your reasoning skills? What examples would they cite of your effective decision-making?

*"When I need to solve a problem, I generally start by writing down as many ideas as I can think of about possible causes. Next I look for relationships among causes so I can group together symptoms of bigger problems. Usually, after I study these groups of problems, the real cause becomes readily apparent."*

## What's your greatest achievement to date?

Be sure that the achievement you describe here is relevant to the job you're interviewing for. Also, be careful that your answer doesn't sound as if the best is behind you. Mention something great that you've achieved, but clearly communicate your belief that the best is yet to come.

*"I'm proud of the fact that I graduated on time with a solid GPA while I played college sports for four years. A lot of women on my team either took a reduced course load or let their grades suffer. I believe the reason I got through it all was sheer determination; I never even let myself visualize anything but finishing on time and with good grades. So I firmly believe, I focus on what is important and manage myself to save from distraction with positive mindset."*

Give an example of a time when you were asked to accomplish a task but weren't given enough information. How did you resolve this problem?

Although this example may seem trivial, the candidate demonstrates maturity and an ability to approach work conceptually. The interviewer will want to know that you understand that just getting the job done isn't enough. Your response should show resourcefulness and initiative.

"At my last internship, my supervisor, an HR Manager, asked me to recruit 10 people for different positions because she had to go out for 10 days due personal reason. I wasn't sure about how to this recruitment process. I was so uncertain about the execution part of recruitment and selection process.

When I had doubt, I called her up and she calmly explained to me how to do it. She gave me ideas to source the best talent. She also guided me about the necessary paper work needed to be done, and in the end I managed to recruit 10 people successfully."

## What is your biggest weakness?

This is a great example of what is known as a negative question. Negative questions are a favorite among interviewers, because they're effective for uncovering problems or weaknesses. The key to answering negative questions is to give them a positive spin. For this particular question your best bet is to admit to a weakness that isn't catastrophic, inconsistent, or currently disruptive to your chosen professional field, and to emphasize

how you've overcome or minimized the problem. Whatever you do, don't answer this question with a copout like "I can't think of any," or even worse, "I don't really have any major weaknesses." This kind of a response is likely to eliminate you from contention.

"I admit to being a bit of a perfectionist. I take a great deal of pride in my work and am committed to producing the highest-quality work I can. Sometimes if I'm not careful, though, I can go a bit overboard. I've learned that it's not always possible or even practical to try and perfect your work-sometimes you have to decide what's important and ignore the rest in order to be productive. It's a question of trade-offs. I also pay a lot of attention to pacing my work, so that I don't get too caught up in perfecting every last detail."

**Note: The above is a very common answer. Please prepare the answer you can comfortably speak without sounding like others.**

## Why weren't your grades better?

It's likely that if you've made it to the interview stage, you fulfill the basic criteria for the position, including the education requirements.

The recruiter is probably trying to judge here how well the candidate handles adversity. It's important not to get defensive or to place blame. Instead, try to put a positive spin on the question-for example, by concentrating on what you learned and the extra effort you put in, rather than on the grades you received.

*"School was a wonderful experience for me. I really enjoyed learning new ideas, I studied consistently, and I was attentive in class. But I never believed in cramming before the night of an exam just to get a higher grade or staying up all night to finish a term paper. I really believe I learned just as much as many students who went for the grades."*

## Was there a course that you found particularly challenging?

The interviewer will want to see how well you respond to difficult situations. Demonstrate that you won't fold in the face of difficulty, and that you're willing to put in the extra effort to meet a challenge.

*"Initially I was completely overwhelmed by the Labour Laws that I learned last year. No matter how hard I studied, I seemed to be getting nowhere. I failed to understand initially. So I tried a new approach. Instead of just studying by myself, I asked a friend who is good at Laws to help me with my studies. I also began to seek help from the professor who is practicing advocate in labour laws. after class. I also started reading journals and magazines related to labour laws such as 'Labour Law Reporter'. And I found that more time I spent in the library was critical. I ended up with a B-plus in the course and thought I achieved a solid understanding of the material."*

More than that, I learned that tackling a new field of study sometimes requires a new approach, not just hard work, and that the help of others can be crucial!"

## Why didn't you participate more in extracurricular activities?

The interviewer may be worried that if you don't have many outside interests, you may eventually suffer from burnout. Employers like candidates who are well rounded and have interests outside of work. If you didn't participate in formal extracurricular activities in college,

you still may want to talk about some of your interests, such as reading or exercising, that you may have a passion for running even if you weren't on the college track team.

*"I wanted to give as much effort as possible to my studies. I came from a high school in a very small town, where I received a lot of A's, but this didn't prepare me well for college. So I studied hard. I have, however, found time to explore the city and make new friends, and I do socialize formally on the weekends."*

## Why have you applied for this particular job?

Through this HR interview question the employer is looking for evidence that the job suits you, fits in with your general aptitudes, coincides with your long-term goals and involves doing things you enjoy. Make sure you have a good understanding of the role and the organisation and describe the attributes of the organisation that interest you most.

## What are your strengths?

This is one HR interview question that you know you are going to get so there is no excuse for being unprepared. Concentrate on discussing your main strengths. List three or four proficiencies e.g. your ability to learn quickly, determination to succeed, positive attitude, your ability to relate to people and achieve a common goal. You may be asked to give examples of the above so be prepared.

## What is the most difficult situation you have had to face and how did you tackle it?

The purpose of this HR interview question is to find out what your definition of difficult is and whether you can show a logical approach to problem-solving. To show yourself in a positive light, select a difficult work situation which was not caused by you and which can be quickly explained in a few sentences. Explain how you defined the problem, what the options were, why you selected the one you did and what the outcome was. Always end on a positive note.

## What have your achievements been to date?

Select an achievement that is work-related and fairly recent. Identify the skills you used in the achievement and quantify the benefit it had to the company.

## What type of decisions do you have difficulty making?

Show that you are generally decisive but mention that there are situations that give you time to pause or you are learning how to better make decisions. For example,

*"I sometimes have difficulty choosing between two equally good ideas." or "I used to have difficulty saying 'no' to people until I learned to better set priorities."*

## Where do you see yourself five years from now?

This open-ended question is one of the most difficult and stressful ones job seekers face. Employers ostensibly ask this question because they are looking for people who know what they want to do and who are focused on specific professional goals. If you lack goals, you will have difficulty answering this question. Be sure you arrive at the interview with a clear vision of what you want to do today, tomorrow and five years from now. Be consistent with the objective on your resume and the skills and accomplishments you're communicating to the interviewer. Your answer should be employer-centered. For example,

*"In five years I hope to be working with an employer in an increasingly responsible position, that enables me to utilize my talents and work closely with my colleagues in solving important problems. I see myself taking on new and exciting challenges in an enjoyable environment and hopefully this will be with your company."*

Do not indicate that you hope to start your own business, change careers, or go back to school. Such responses indicate a lack of long-term interest since you do not plan to be around for long. While some may respond that they honestly haven't really thought that far ahead, the interviewer infers that the applicant lacks vision and goals.

## Tell me something about yourself that I didn't know from reading your resume.

Don't just repeat what's on your resume. Think of a talent or skill that didn't quite fit into your employment history, but that's unique and reveals something intriguing about your personality or past experience.

## Do you believe you're overqualified for this position?

Most people don't expect to be asked if they have a great deal of experience. This question could quite easily catch a candidate off guard, which is exactly the interviewer's intention. The candidate doesn't hesitate in answering this question and shows complete confidence in his or her ability.

*"Not at all. My experience and qualifications make me do my job only better, and in my opinion, my good design skills help to sell more books. My business experience helps me run the art department in a cost-efficient manner, thus saving the company money. Finally, I think I'm able to attract better freelance talent because of*

*all my industry contacts. My qualifications are better for your company, too, since you'll be getting a better return for your investment. Again, I'm interested in establishing a long-term relationship with my employer, and if I did well, I would expect expanded responsibilities that could make use of even other skills."*

## **What's your dream job?**

This is your ideal chance to sell your aptitudes that fit the job description. Show an interest in finding new ways these skills can be put to use in a new job with additional responsibilities. Tie in the industry, size of company, or other factors where appropriate.

*"My dream job would include all of the responsibilities and duties in this position you're trying to fill. I also thrive in a fast-changing environment where there's business growth. Your plans call for expanding internationally during the next year, and this would satisfy one of my ultimate goals of being involved in an international corporation."*

## **What motivates you to do this kind of work?**

The interviewer will want to know about your belief in the products or services of the company. Use personal experience to demonstrate your interests and strengths. In an interview for your ideal job, you'd be highly motivated to get paid for working at something you liked. The interviewer will want to know if your natural interests are compatible with its particular job.

*"I've been fortunate in my own summer internship; I had wonderful mentors. I want to be that same kind of mentor-who not only encourages employees to perform better and helping organization to achieve more profit."*

## **How do you manage stress in your daily work?**

It might be helpful here to describe a stressful project you've worked on and the specific actions you took to organize each step and see the project through. How do you keep yourself calm and professional under pressure?

*"I try to get out for lunch at least once during the week to clear my head. I also have a personal rule that stops me from reacting to a problem until I feel calm about it. I think, then act-but I've learned to do that over time."*

## **Whom did you choose as your references and why?**

The interviewer is looking for a logical mix of people without any obvious omissions. For example, a former sales person would do well to include a former salesperson as a reference. Describe what you'd expect each of your references to say. Include a diverse group-senior to junior, an associate from work, and old professor from college.

*"I selected a former boss, a peer, and customer as references, to demonstrate that I'm a pretty well-rounded person and get along with all the important work associates in my life."*

## **What things impress you in colleagues?**

The recruiter will want to see how developed your interpersonal skills are. More than likely, you'll be interacting not only with your own department, but with other people in the company, and possibly colleagues. Show the recruiter that you will shine in this area.

*"I admire and work best with people who are of good character and have integrity. I also think confidence and enthusiasm is positive in any business environment."*

## **What would you do if I told you that I thought you were giving a very poor interview today?**

Interviewers like to ask stress questions like these to see how well you hold up under pressure. Your best bet is to stay calm and relaxed; don't allow your confidence to be shaken.

*"Well the first thing I'd do is ask you if there was any specific part of the interview that you thought I might have mishandled. After that I'd think back and try to remember if there had been any faulty communication on my part. Then I'd try to review possible problems I had understanding your questions, and I'd ask for clarification if I needed it. Finally, if we had time, I'd try to respond more fully and appropriately to the problem areas you identified for me."*

## **Would you be willing to locate to another city?**

You may, even in some first interviews, be asked questions that seem to elicit a tremendous commitment on your behalf, such as this one. Although such questions may be unfair during an initial job interview, you may well conclude that you have nothing to gain and everything to lose with a negative response. If you're asked such a question unexpectedly during an initial job interview, simply say something like "That's certainly a possibility" or "I'm willing to consider that."

Later, if you receive an offer, you can find out the specific work conditions and then decide if you wish to accept the position. Remember, at the job-offer stage you have the most negotiating power, and the employer may be willing to accommodate your needs. If that isn't the case, you might wish to explain that upon reflection, you've decided you can't (for instance) relocate but you'd like to be considered for other positions that might open up in the future.

*"I'd prefer to be based here, but it's certainly a possibility I'd be willing to consider."*

## Would you be able to work extended hours as necessary to perform the job?

Your response should match closely the position you're applying for and should reflect a realistic understanding of work and time required. Ask about seasonality of work, if you're unsure, and show a willingness to work occasional extended hours.

*"I'm accustomed to working long hours during the week. I usually work until at least six-thirty, because I get a lot done after the business office closes at five. I can make arrangements to be available on weekends, if necessary, though I do prefer to have at least twenty-four hours' notice."*

# *HR Specific Interview Questions*

## **1. HR planning interview questions**

- What is competency mapping?
- How to conduct job analysis?
- What is HR scorecard?
- How to set up HR strategy?
- How to measure effectiveness of workforce?
- What is core competency of HR?

## **2. Recruitment and selection interview questions**

- Tell us how many selection methods are used in recruitment and selection process?
- How many recruitment channels in this ...?
- Describe recruitment and selection process?
- How to check candidate?

## **3. Health and safety interview questions**

- What is MSDS?
- How to be compliance with H&S regulation of local law?

## **4. Training and development interview questions**

- How many are training methods?
- Describe training process?
- How to do career development?

## **5. Compensation and benefits interview questions**

- How many methods are used to pay employee?
- What are compensation and benefit setup for senior positions at our industry?

## **6. Corporate culture interview questions**

- How to set up corporate culture in our industry?

## **7. General HR interview questions**

- What is human resource management?
- What do you prefer recruitment or selection?

- How do you motivate your employees?
- What is more important to you money or position?
- How does you define empowerment?
- How can you make use of IT in HRM?
- Suggest a training program/workshop for feedback skills?
- Why do you think HRM is important?
- What are retention strategies?
- What do you mean by 360? feedback?
- How would you terminate an employee who is not performing?
- What is the difference between personnel management and human resource management?
- What aspect of supervision do you find the most difficult?
- How do you motivate employees?
- What are the competitive challenges in Human Resource Management?
- Explain managing changes in HRM?
- Why do you want to work in HR and why is confidentiality so important?
- Does an agency have to provide an employee with time off if the employee is donating blood?
- What is the Career Scope for the person working in HR.

# What to focus on in Your Interview?

## Review the Job Description

Before your interview, review the job description to identify both hard skills and soft skills the employer is looking for.

## Match Your Skills to the Job

Determine how your skills match what the employer is looking for. For example, if they're looking for someone to meet sales quotas, one of your interview answers should include how you successfully met and exceeded sales quotas at your last job by X percent.

Ultimately, you need to figure out their ideal candidate by using the job description. Then determine how your skills and experience match up with their ideal candidate.

## Repeat Your Strengths

As your interview progresses, continually focus on what you can do for them. Each answer you give should focus on your strengths as related to the job. Continue to bring your answers back to your strengths. By repeating your strong suits throughout the interview, the interviewer will be more likely to remember what you can bring to the table.

## Be Yourself

It may sound cliché, but the best thing you can do in an interview is be yourself. The employer wants to get to know the real you in order to find out if you would fit their culture. You can have the skills to perform the job successfully, but it's also important that your personality fits as well.

## Be Positive and Passionate

Nobody wants to hire a grumpy and lifeless candidate. Don't be that person. Show some positivity and enthusiasm. Enthusiasm is contagious. Your enthusiasm will make them enthusiastic.

## Be (WELL) Prepared Always

Don't be surprised if you are asked to appear for the interview in the next one hour. You must be prepared to appear for the interview. Practice your answers multiple times so that you can answer them without hesitation.

# Questions to Ask at the end of your interview?

## **How would you describe the company culture?**

You need to learn if you want to work there in the first place. Discovering more about the company culture will help you decide if it will be a good fit.

## **Can you describe the ideal candidate for this position?**

Learn who their ideal candidate is to see how you compare. In your follow-up after the interview, reiterate how your strengths align with their ideal candidate.

## **Can you tell me about the day-to-day responsibilities of the role?**

You want to learn as much as you can about the position to decide if it's a job you really want. This should also give you an idea of how qualified you are for the role.

## **If I am hired, what do you want me to deliver in the first week, month and a year?**

You need to know in advance how you are going to work in the organisation not only in the short-term but in long-term too. They will tell you exactly what they want from you.

## **What do you like most about working for this company?**

Asking this question tells the interviewer that you're not just looking for any job — you care about finding the right job for you.

## **What is the next step in the interview process?**

This question demonstrates that you're interested in the position and excited to move forward in the process. It will also give you an idea of when they are planning to make a hiring decision. Don't forget to ask for contact info (business cards) from each person you meet with in order to follow-up after the interview.

# How to Follow-Up after your Interview?

Following-up after an interview may sound old-fashioned or unnecessary, but in a CareerBuilder survey, **86 percent of hiring managers think not sending a follow-up shows a lack of follow-through by the candidate.** The survey also found that **56 percent of hiring managers think a candidate isn't really serious about the opportunity if they don't follow-up.**

To put yourself in the best position to get the job, it's important that you follow-up after your interview. Here's how:

## Consider the culture

Should you write a hand-written note or email your follow-up?

Eighty-nine percent of hiring managers say it's okay to send a thank you note in an email. But if the company has a more traditional culture, a hand-written thank you note might be best. Plus, because most candidates follow-up with an email, a hand-written thank you note could help you stand out.

## Cover the Basics

A follow-up letter needs to include a few basic essentials:

1. Thank the interviewer for their time
2. Reiterate why you're the best fit for the position
3. State that you're looking forward to the next step

Also, be specific. For instance, if the interviewer told you they'd be making a decision in a week, then write something like "I look forward to hearing from you next week" at the end of your letter.

Likewise, when reiterating why you're the top candidate for the job, don't offer vague statements like "I'm a team player." Instead, give a detailed example of why your background is a good fit for their needs: "As we discussed at the interview, I increased sales by 10 percent at XYZ company last year alone. I'd welcome the opportunity to do the same at your company, helping you attain your sales goals in the process."

***86% of hiring managers think not sending a follow-up shows a lack of follow-through***

## Looking for HR professionals?

It will be our immense pleasure to help you in finding a right HR candidate. We provide service to our alumni and the industry. Nothing makes us happier than the happiness we see when a candidate gets the employment at the right organisation, and also an organisation can find the right talent. We continuously work as a catalyst to connect the right talent and right organisation.

You can reach to Mr. Mayur Bardolia, Placement Officer, from The Department of HRD, VNSGU on 0261-2256071.

To make the process smooth and efficient, please send the following detail on placement cell is [placement.dhrd@vnsgu.ac.in](mailto:placement.dhrd@vnsgu.ac.in)

- The company profile
- Complete job description
- Experience required
- Essential skill
- Qualification
- Other terms and condition if any

Send the detail to [placement.dhrd@vnsgu.ac.in](mailto:placement.dhrd@vnsgu.ac.in) and You will get reply with the CV of suitable candidates in 3-4 days.

To Your enlightened success

**The Team of Department of Human Resource Department  
Veer Narmad South Gujarat University, Surat**