



C.V. Raman Global University

Bhubaneswar - 752 054 (Odisha)

<https://cgu-odisha.ac.in/>

Mail us at: recruitment@cgu-odisha.ac.in; Contact: +91 9040930328

Job Description for HR Intern

Who We Are

C.V. Raman Global University (CGU), Odisha started in 1997 as a degree-level engineering college, named as C.V. Raman College of Engineering (CVRCE). With 25 Centres of Excellence set up in collaboration with industry leaders across the board, the university today has over 20 start-ups working under its AIC & TBI incubation centre.

Where You Come In

I. Internship Details:

- **Start Date:** Starting from 3rd October, 2026
- **Location:** C.V Raman Global University, Bhubaneswar, Odisha
- **Stipend:** Rs.10,000/- (For BBA students) - Rs.15,000/- (For MBA students) (Depends on the interview performance)

II. Duties & Responsibilities:

(Assisting the Executive in the below mentioned assignments)

- Sourcing Candidates
- Screening and Shortlisting
- Interview

III. Desired Skills & Qualities:

- Strong communication skills, Proficient in MS Office, Enthusiasm for learning.

Who Are We Looking For

Eligibility & Requirements:

- **Qualifications:** A **BBA** or **MBA** in HR or IR, with a first-class academic career, and expected graduation in 2027 with no backlogs.
- Willingness to dedicate 3 months/ 6 months to the internship program.

Benefits From the Internship:

- Hands-on Experience.
- Mentorship
- Potential for Future Employment
- Certificate on successful completion of internship program



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Want to be a part of Our Organization?

Application Process:

- **Application Form:** Fill the given application form ([Application Link](#))
- **Application Deadline:** 07 days from the date of receiving the circular
- **Selection Process:** Resume Screening, Psychometric Test, Physical/Personal Interview