



INVESTOSURE

INVEST WITH PEACE

INVESTOSURE

SIP

Program 2021 -2022

About Us

Investosure is a trade mark registered under the name of HNS Kapital solutions pvt ltd. We started as a proprietor firm in 2010 as private fund lender organization with a single branch in Sonipat, Haryana. In 2012, we entered insurance sector and mutual funds marketing. By 2014, we were able to provide our clients with various investment options and avenues.

Now, we have grown to a team of more than 250+ members across 5 locations in Delhi NCR. Our motive is to provide financial stability and security to individuals.

Our services: Customized and tailor made services for everyone.

1. Wealth Creation: We help you grow your money; we make your money to work for you. You don't need to worry about it.
2. Protection: Analysis of risk and taking measure to avoid/minimize the effect is our expertise. With our services, you can be at ease and enjoy your life.
3. Retire in style: want to travel across the world, take up any hobby, or start an start up whatever you want to do, we will ensure that you can enjoy your life after retirement to fullest.

Website: www.investosure.in

Job Profile: Marketing

We are searching for a committed, deadline-driven Intern to join our excellent team. The Intern will complete all tasks assigned by the Manager, which may include conducting market research, identifying business opportunities, managing email campaigns, generating leads, making cold calls, participating in meetings, and assisting the department wherever possible.

You should be able to take instruction, but also work unsupervised when required. To be successful as an Intern, you should be willing to learn as much about the company as possible and be able to spot opportunities that have been overlooked by others. Outstanding Interns are problem solvers who know the value of building lasting, professional relationships with clients.

Key Responsibilities

Working closely with the Manager or assigned staff member and completing all allocated tasks. Conducting desktop research or gathering information through surveys or by speaking to clients and staff. Attending and participating in meetings, workshops, events, and exhibitions. Liaising with clients, vendors, and suppliers on behalf of the company's managers. Updating documents and sales records. Reviewing sales performance against sales targets. Observing and carrying out sales processes. Identifying potential weaknesses and offering improvement suggestions. Assisting managers with negotiations. Keeping a log of everything learned and delivering presentations to staff and other stakeholders.

Eligibility:

Students pursuing MBA and looking out for min 45 days of exposure in the Marketing Sector. Candidates with Strong analytical skills and a desire to work with people, as well as excellent communication and interpersonal skills to work within this people-oriented business would be preferred.

Stipend:

Rs 5,500(subjected to successful completion of training, assignments given and minimum benchmark achievement).

Internship Process:

- There are 2 modules in internship part:
 - Module 1: Sales & Marketing.
 - Module 2: student choice as per there specialization.

- **Roles & Responsibilities In Human Resources:**
 - Job title- HR Intern
 - Update our internal database with new employee information, including contact details and employment forms.
 - Screen resumes and application forms.
 - Gather payroll data like leaves, working hours and bank account details.
 - Schedule and confirm interview with candidates.
 - Address employee queries about benefits.(like number if remaining vacations)
 - Participate in organising company events and career days.

- **Roles & Responsibilities In Finance:**
 - Assist with financial modeling
 - Provide general accounting support
 - Help with accounts receivable management
 - Provide support for annual budgeting process
 - Assist with statistical analysis and other special projects
 - Present data-driven recommendations to the finance team
 - Prepare monthly/quarterly financial analysis packets for management

Rewards and Recognitions:

Attractive performance-based incentives, Domestic / International Trips. Candidates delivering outstanding performances during the Internship will also get an Opportunity to earn a Pre-Placement Offer.

Certifications:

Internship Completion Certificate, Performance Certificate, Letter of Recommendation and Pre-Placement Offer (depending on the performance of the candidate throughout the Internship Period)

Location: Work from Home

Thanks for connecting with us!!

Investosure Pvt Ltd