

RU/CRC/JO/2025/048

Dated: 07th July 2025

ICLIVIA – REMOTE INTERNSHIP FOR HR

About Company:

iClivia is a forward-thinking HR and recruitment solutions provider dedicated to empowering startups and emerging businesses with the right talent. At iClivia, the focus is on creating real-world learning opportunities for aspiring HR professionals by blending mentorship with meaningful industry exposure. The organization values initiative, adaptability, and a hands-on approach to HR. This remote internship offers a unique opportunity for students to bridge the gap between theory and practice in the dynamic world of human resources.

Designation: HR Intern – Remote Internship

Internship Type: Remote (Work-from-home)

Requirement: Final-year students or recent graduates pursuing or who have completed: MBA (HR), BBA (HR), Certified HR-related courses, (Must have completed at least 30% of practical HR learning)

Stipend / Compensation: Performance-based incentives only (No fixed stipend), Earn ₹2,000–₹5,000 per successful client conversion, Potential to earn up to ₹5 Lakhs by closing 100 leads in 3 months, Top performers eligible for Pre-Placement Offers (PPOs) and Founding Team roles with revenue share

Duration: 3 / 4 / 6 Months (Flexible options available)

Job Responsibilities:

Execute end-to-end hiring for startup clients, Manage and run real recruitment campaigns, Use HR tools and platforms for daily tasks and reporting, Maintain corporate-style team updates and communication, Align recruitment strategy with clients' business goals, Provide regular updates to mentors and the coordination team

Requirements:

Real-world startup hiring models and HR practices, Recruitment campaign management, Use of modern HR platforms and CRM systems, Exposure to the corporate hiring process and reporting structure, Mentorship from experienced startup HR professionals.

Interested Candidates are advised to drop their resume in pdf format in following drive latest by 8th July, 2025 by 10 AM.

https://drive.google.com/drive/u/1/folders/1rOHXOinkfiK-sWgE-M-yd2aC_IOYDpxh

Copy to:

1. Departmental Coordinator
2. IQAC
3. For Circulation, 4. Master File

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