



## Guidelines

### Our Guidelines for Recruiters

- ✓ Kindly utilize the attached response sheet giving details of career opportunities available with the organization along with the job details such as job description and responsibilities, desired qualification, place of appointment, salary etc.
- ✓ Detailed Resume of all listed applications will be forwarded to the organization, is so desired, before the Campus Placement process.
- ✓ The company may deliver pre-placement talk during the placement process itself. On the campus, the company may conduct written test/group discussion/interview.
- ✓ Job offers and responses shall be routed only through the Placement Cell. In some cases, a company may desire to conduct off campus selection as well. The candidates would be available as per the schedule finalized by the organization. Combined recruitment drives may be also planned for Indore and Gwalior Campuses.

Please mark all placement related correspondence to:-

### Vikrant Group of Institutions

- ✓ **Head Office :-** Vikrant Group, Plot No - 2850, Bhind Road Pinto park, Gola Ka Mandir, Gwalior (M.P.)- 474020 | Ph.:0751 4043555  
Toll Free - 1800-270-5155(Gwalior) | 1800-174-7575(Indore)
- ✓ **Gwalior Campus :-** Village Ratwai, Chitora Road, Near Badagaon Over Bridge, Gwalior (M.P.)  
Email - Placements@vitm.edu.in
- ✓ **Indore Campus :-** Behind Veterinary College, A.B. Road, Indore (M.P.)  
Ph.- 07324 224001/02/03/04/05  
Mob.-09229333900,09977404051  
Email - director@vitmindore.com, Website - www.vitm.edu.in