

No. Advt- PWNT/09/2020

23.12.2020

**WALK- IN – INTERVIEW FOR**  
**HRD Coordinator**  
**(On contract Basis- Primeone Workforce Pvt. Ltd.)**

M/s. Primeone Workforce Pvt. Ltd. is a Contractor for Manpower Services, looking for HRD Coordinator to be placed on contract at Tata Memorial Centre- ACTREC, Kharghar, Navi Mumbai-410 210 detailed as below :

**HRD Coordinator**

**ESSENTIAL QUALIFICATION:** Master's degree / Diploma in HR OR Hospital and Quality Management from recognized university. Preference will be given to the candidates having minimum 1 year experience in HR with proficiency in computers and good communication skills. Candidate should be well versed in drafting letters, coordination with employees.

**Age:** upto 30 years.

**CONSOLIDATED SALARY:** ₹ 21,100 /- p.m. and above as per experience

**DURATION:** 6 months (extendable as per requirement)

Candidates fulfilling above requirements may walk in for interview on **Tuesday, 5<sup>th</sup> January, 2021 at 3<sup>rd</sup> floor Khanolkar Shodhika, TMC-ACTREC, Sec-22, Kharghar, Navi Mumbai- 410210** along with CV and original / attested copies of all certificates and testimonials.

**Reporting Time:** 01.00 p.m. to 1.30 p.m.

Sd/-  
Supervisor