



Dear Sir/Ma'am,

Greetings from Narayana Nethralaya!!

1. Narayana Nethralaya stands as a distinguished entity in the realm of ophthalmic care in the country, steadfastly committed to delivering superlative services to a heterogeneous patient cohort. Our unwavering dedication to continual improvement in systems, processes, technology and recruitment of proficient professionals with a forward looking ethos characterizes our brand.
2. Foremost among our objectives at Narayana Nethralaya is to nurture the education of upcoming practitioners. We extend to our learners the privilege to train within state of the art facilities, gaining access to a full spectrum of practical and clinical experiences.
3. We are hereby offering internship opportunities for HR interns at our Rajaji Nagar branch as per details given hereunder;
Location- Rajajinagar Bangalore (Near ISKCON Temple).
Qualification: MBA HR
Internship period-Minimum 3- 6 months
Stipend- 8,000 pm
4. The intern will work in the HR Department on rotation to various sections. The responsibilities will include rendering assistance in
 - a) Recruitment: updating the job boards, screenings and handling applicant's resumes, assisting in recruitment & induction process.
 - b) Payroll: Assisting in payroll work, opening bank accounts and other payroll related tasks.
 - c) Reports: Assisting in preparing HR-related MIS reports and presentations.
 - d) Updating and maintaining of ESIC/EPFO information and internal databases and other documentation of employee's.
5. You are requested to disseminate these details to prospective candidates at your institution. They may apply by sending their resume at hr@narayananeethralaya.com. Alternatively, you may also refer candidates by sending their details directly to us.