



Guru Gobind Singh Indraprastha University
“A State University established by the Govt. Of NCT Delhi”
Sector 16-C, Dwarka, New Delhi – 110078



F. No.: GGSIPU/CCGPC/2023/ 613

14th June 2023

Sub. Placement opportunity for students of B.Tech, M.Tech, MCA and MBA students of GGSIP University passing out in 2023 in the company “Paperpedia Pvt Ltd”.

Dear Placement Officer,

Greetings from CCGPC, GGSIPU!!!

Please find below details of Placement opportunity for students of B.Tech, M.Tech, MCA and MBA students of GGSIP University passing out in 2023 in the company “Paperpedia Pvt Ltd”. for your reference and circulation to students to apply on given link by **16th June 2023**:

Registration Link – <https://forms.gle/uNZdTUsTvmYXCh3U7>

Name of Company: Paperpedia Pvt Ltd

Job Title and Eligible degrees:

1. Full Time Academic Writer for Operations management, Supply chain Management and Logistics Management”
Education & Skills Required: B-tech/ M. Tech in Mechanical Engineering with expertise in Industrial Engineering and Operations Research/ MBA- operations
2. Full Time Academic Writer for IT or CSE
Education & Skills Required: B.Tech or M.Tech in IT/CSE, MCA

Salary: 7.2 LPA Fixed CTC + Performance Based Incentives

Perks and Benefits:

- ✓ Monthly Incentives.
- ✓ One-day Work from Home (WFH) once in a week (Tuesday to Friday) after 2 months of joining.
- ✓ Training & Probation period will be for two Months.
- ✓ Performance based Promotion.

Promotion level (Performance Based Promotion):

AcademicWriter→Jr.ResearchAnalyst→ResearchAnalyst→Sr.ResearchAnalyst

Selection Rounds: 3

Round 1: Online Written Test (subjective test for 8 hrs).

Round 2: Telephonic Round with the Team Manager.

Round 3: The candidate will be required to undertake a 5 days evaluative paid training (company Paid) program whereby they must successfully show their suitability for intended hired position. This training program tests candidate's ability for the position based on multiple training sessions. Each of these training sessions will be accompanied by an assessment test, which they must qualify to continue into the next training session. If they fail to qualify any assessment test, they will be asked to leave the training without completing the entire training period.

LAST DATE FOR REGISTRATION IS **16th June 2023**.



(Ms. Nisha Singh)
Training and Placement Officer,
CCGPC, GGSIP University

Paperpedia is an India based educational consulting company which helps the clients with the academic research needs.

About us:

Paperpedia is an educational consulting company dedicated to assist our clients from Australia, China, Canada, the UK, the US, and New Zealand, with academic research. The company has come a long way to become one of the most renowned research firms in education domain. Committed to excel customer service and exceed quality expectations of its customers, the company has been growing rapidly through client referrals and word-of-mouth recommendations.

Paperpedia offers a lucrative career opportunity to highly qualified professionals who are willing to 'learn-while-earn' and 'earn-while-learn'. We, at Paperpedia, are frequently in search for the candidates for both full-time and part-time roles. With Paperpedia, you can put your education to good use earning money while continuing to grow intellectually. We offer lucrative wages, flexible working hours, and mentally stimulating work.

We, at Paperpedia, carry out academic research for our clients. We cater to different academic domains, including management, arts, humanities, science, and IT. We cater to clients from across the world and we hire professionals from different domains to meet our client needs.

We have our offices in Noida, Shanghai, and Sydney. Our business is growing rapidly, and we are looking for dedicated people to grow with us. Currently, we have a team of professionals and students working from around the globe, such as Australia, China, and the US. India is an ideal location for us to expand our writing operations. If you are looking for a career with a future and are willing to work hard, Paperpedia is the right place for you.

Job description

Job Title: “Full Time Academic Writer for Operations management, Supply chain Management and Logistics Management”.

Key skills:

Academic Writing, Content Writing, Subject expertise – (Operations, SCM or Logistics) Research, Report writing.

Education & Skills Required:

B-tech/ M. Tech in Mechanical Engineering with expertise in Industrial Engineering and Operations Research/ MBA- operations

Must have a knowledge of MS Office- Excel, Word, Power Point and having knowing about

- “Linear Programming/ Integer Programming + Excel Solver”
- Process Analysis and Queuing Theories.
- Inventory Management (EOQ), EPQ, Probabilistic Models).
- Demand Forecasting Models.
- Statistical Process Control and Lean Operations.
- Candidates should have good command over the subject.
- Must have good communication skills, both written and spoken.
- Candidates should have 60% above through-out their academics.

Job Description:

We are currently seeking candidates to join our team for the role of fulltime Academic Writer(Operation management, Supply chain Management and Logistics Management).

The candidates are required to:

- Possess thorough knowledge of the specialized field and write the research materials according to client needs.
- Have capabilities to formulate and solve complex Linear Programming and Integer Programming problems such as Transportation Problem, Assignment Problem, Shortest-Route Problem by making use of Excel Solver.
- Possess fair knowledge of Operations Management Concepts to solve numerical questions related to Inventory Management, Queuing, Process Control, Forecasting, Layout Designs and Scheduling Jobs.
- Assist clients in understanding the requirements of their projects and provides writing samples.
- Conduct both primary and secondary academic research to meet the research needs of the clients
- To learn new academic skills.
- Understand the client's requirements.
- Be open to learning new subjects and developing expertise in variety of subjects.

Specific Job Skills:

- Skilled in Communication
- Strong academic background.
- Ability to resolve issues.
- Comprehensive knowledge about the product basket.
- Align individual goals to Organizational Goals.
- Comprehension, Composition and Problem-solving skills.
- Commitment to quality and ability to manage performance and change.

Job description

Job Title: Full Time Academic Writer for IT or CSE

Key skills: Academic Writing, Academic Research, (Programming languages - C++, C, Python, Java, MySQL, JavaScript, HTML, CSS) Computer Networks, Operating System, Data Structure, Algorithm, Database Management System, Data Mining, Research, Report writing.

Education & Skills Required:

B.Tech or M.Tech in IT/CSE, MCA with below mention knowledge:

- Experience in any main stream programming languages including C++, C, Python, Java, MySQL, JavaScript, HTML, CSS, etc.
- Familiar with any computer science subjects including Computer Networks, Operating System, Data Structure, Algorithm, Database Management System, Data Mining, Machine Learning etc.
- Understanding of the difference between Information Technology and Information Systems & Capabilities to conduct System Analysis for assisting in outlining the process of development of suitable information systems based on business needs.
- Knowledge of Unified Modeling Language (UML) and experience in User Interface Design and User Experience Research would be an added advantage.

Must have a knowledge of MS Office - Excel, Word, PowerPoint

- Candidates should have good command over the subject.
- Must have good communication skills, both written and spoken.
- Candidates should have 60% above through-out the academics.

Job Description:

We are currently seeking candidates to join our team for the role of full time Academic Writer (IT/ CSE). The candidates are required to:

- Possess thorough knowledge of the specialized field and write the research materials according to client needs.
- Assist clients in understanding the requirements of their projects and provides writing samples.
- Conduct both primary and secondary academic research to meet the research needs of the clients
- To learn new academic skills.
- Write codes in different programming languages for addressing the requirements of the client's projects.

Responsibilities:

- Understand the client's requirements.
- Be open to learning new subjects and developing expertise in variety of subjects.

Specific Job Skills:

- Skilled in Communication
- Strong academic background.
- Ability to resolve issues.
- Comprehensive knowledge about the product basket.
- Align individual goals to Organizational Goals.
- Comprehension, Composition and Problem-solving skills.
- Commitment to quality and ability to manage performance and change.