

## Internship Announcement Form

Name of Company	eP (eigoPaathshala)
Website	<a href="http://www.eigop.com">www.eigop.com</a>
Industry / Sector	Education
Brief profile of the Company	<p>We are dedicated to bridge the language barrier between Foreigners and Indians. We are a team of young and passionate professionals and our team comprises of Indians, Europeans and Japanese natives.</p> <p>Currently operational in India (Delhi/Gurgaon/Mumbai/Pune/Bangalore/Chennai) and Japan. We primarily teach English and other regional Indian languages to foreigners. At present we take classes with foreigners throughout India and Japan.</p>

### Contact Details

Contact Person	Ms. Jayshree
Telephone No.(Direct)/Mobile	8802557755
E-mail ID	hr@eigop.in

### Internship Details

Internship offered	<b><u>English Teacher</u></b>
Roles and Responsibilities	<ol style="list-style-type: none"> <li>1. Planning, preparing and delivering lessons</li> <li>2. Preparing teaching materials</li> <li>3. Researching and devising entertaining, creative and productive lessons for students</li> <li>4. Maintaining class work records and timesheets.</li> <li>5. Recognize variations in student backgrounds, abilities, and learning styles</li> <li>6. Designing lesson plans and curriculum.</li> <li>7. Presentations on any given topic and contribution towards making the classes lively and enjoyable for students</li> </ol>
Perks & benefits	<ol style="list-style-type: none"> <li>1. Flexible working hours. No clash to college classes.</li> <li>2. One month leave for exams.</li> <li>3. Internship certificate on successful completion.</li> <li>4. Recommendation letter for top performers.</li> <li>5. Japanese language course on Company's cost for top performers.</li> </ol>

Allowances	<ol style="list-style-type: none"> <li>1. Travel allowance - Rs. 500 for each day you travel for work.</li> <li>2. Performance bonus rewards for good performers.</li> <li>3. Loyalty Bonus - Rs. 40,000</li> </ol>
No. of vacancies (approx. range)	7
Duration	250 teaching hours (6 - 12 months)
Qualification looking for (UGs/PGs etc.)	UGs/PGs
Discipline looking for (Arts/Science/Commerce etc.)	Any stream
Eligibility Criteria (Marks %, Special skills, etc.)	<ul style="list-style-type: none"> <li>- Pursuing bachelor's or master's degree, preferably in English (linguistics/literature)</li> <li>- Excellent spoken and written English language skills</li> <li>- Outstanding personal and interpersonal communication skills</li> </ul>
Medical Requirements if any	Should be medically fit

### **Selection Procedure**

Shortlist from Resumes and introduction video: (Yes/No)	Yes
Personal/HR/Technical Interviews: (Yes/No)	Yes
No. of rounds (If pre-decided else approx.):	2-3