



## RECRUITMENT EXAMINATION NOTIFICATION-2024

**ABOUT US:** Hope Foundation is a leading global organization dedicated to fostering excellence and innovation through competitive academic and intellectual Olympiads. We aim to engage students from diverse backgrounds in challenging and rewarding competitions, promoting global collaboration and intellectual growth.

### VACANCY DETAILS:

POST CODE	POST NAME	NO. OF VACANT POSITIONS
HFCD0001	Content Developer	3600
HFSC0002	State Coordinator	144
HFDC0003	District Coordinator	1600
HFSDC0004	Sub Divisional Coordinator	3200
HFCC0005	Career Counsellor	1600
HFDR0006	Data Research Analyst	3200
HFCK0007	Clerk	3200

POST CODE	JOB TYPE	PERKS & REMUNERATION
HFCD0001	Freelance	INR 30000- INR 35000, Incentive, Family Health Insurance
HFSC0002	Full time	INR 55000- INR 60000. Incentive, TA Family Health Insurance, Employ Term Insurance
HFDC0003	Part time/Freelance	INR 30000- INR 35000. Incentive, TA Family Health Insurance, Employ Term Insurance
HFSDC0004	Part time/Freelance	INR 25000- INR 30000. Incentive, TA Family Health Insurance, Employ Term Insurance
HFCC0005	Part time	INR 25000- INR 30000. Incentive, TA Family Health Insurance, Employ Term Insurance
HFDR0006	Full time/Freelance	INR 45000- INR 50000. Incentive, Family Health Insurance, Employ Term Insurance
HFCK0007	Full time	INR 20000- INR 25000. Incentive, Family Health Insurance, Employ Term Insurance

**DURATION:** All vacant positions will be offered on a contract basis for 11 years, unless a candidate specifically requests a different arrangement.

**JOB LOCATION:** Your posting will be within your local area unless the candidate specifically requests otherwise.

**SELECTION PROCEDURE:** The selection process will include an online examination featuring multiple-choice questions (MCQs) followed by an interview.

**QUESTION PAPER FORMAT:** The question paper will be worth a total of 100 marks, with each section allocated 25 marks: General English, General Studies, General Mathematics, and Reasoning. The exam duration is 1 hour.

### Who Can Apply

#### POST CODE

#### ELIGIBILITY

HFCD0001

Any Graduate & Above

HFSC0002

12<sup>th</sup> & Above... A person who can organize events at schools and continuously establish connections with new educational institutions for our events.

HFDC003

12<sup>th</sup> & Above... A person who can organize events at schools and continuously establish connections with new educational institutions for our events.

HFSDC0004

12<sup>th</sup> & Above... A person who can organize events at schools and continuously establish connections with new educational institutions for our events.

HFCC0005

Any Graduate & Above

HFDR0006

12<sup>th</sup> & above with expertise in MS Excel

HFCK0007

10<sup>th</sup> & above

#### HOW TO PARTICIPATE:

**Step-1:** Please visit the link on our website to proceed: [www.hopefoundationedu.com/recruitment](http://www.hopefoundationedu.com/recruitment).

**Step-2:** Please fill in the required details and submit the examination fee according to the specified post code.

**Step-3:** Please enter the transaction ID and submit the form.

**Step-4:** Upon completion of verification, an examination enrollment number will be issued to the applicant.

## **JOB DESCRIPTION:**

### **1. Post code- HFCD0001:**

We are seeking a talented and creative Content Writer to join our team. The ideal candidate will be responsible for producing engaging and informative content across various platforms, including websites, blogs, social media, and marketing materials. As a Content Writer, you will play a key role in crafting compelling messages that align with our brand voice and meet the needs of our target audience.

### **2. Post code- HFSC0002, HFDC0003, HFSDC0004:**

The Coordinator at different level will oversee the planning, execution, and evaluation of international Olympiad events. This role involves coordinating with various stakeholders' *i.e.* association with schools, managing logistics, and ensuring the smooth operation of competitions at their own level. The ideal candidate will have a strong background in event management, international relations, and a passion for the association with educational institutions.

### **3. Post code- HFCC0005**

We are looking for a dedicated and empathetic Career Counselor to join our team. The ideal candidate will be responsible for helping individuals explore career options, develop job search strategies, and achieve their professional goals in our associated schools. As a Career Counselor, you will provide personalized guidance, support, and resources to clients at various stages of their career journey.

### **4. Post code- HFDRA0006**

We are seeking a skilled and detail-oriented Data Research Analyst to join our team. The ideal candidate will be responsible for collecting, analyzing, and interpreting data to support business decisions and strategies. As a Data Research Analyst, you will use various statistical tools and methodologies to transform data into actionable insights and provide comprehensive reports to guide decision-making processes.

### **5. Post code- HFCK0007**

We are seeking a reliable and organized Clerk to join our team. The ideal candidate will be responsible for performing various administrative and office support tasks to ensure smooth and efficient operations. As a Clerk, you will handle data entry, manage files, assist with customer service, and support other office functions as needed.

**Thanks in anticipation and welcome to our team:**

### **Thanks & Regards:**

Raj Kumar  
Head Recruitment Cell  
Hope Foundation

**Please feel free to write us at:** [hopefoundation83@gmail.com](mailto:hopefoundation83@gmail.com) Call or Whatsapp at 8750414411, 011-41315480: You can also visit [www.hopefoundationedu.com](http://www.hopefoundationedu.com)