**Management Trainee- job post**

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Somajiguda, Hyderabad, Telangana

₹45,000 - ₹65,000 a month

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₹45,000 - ₹65,000 a month

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**Job details**

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**Pay**

* **₹45,000 - ₹65,000 a month**

**Job type**

* **Full-time**

**Shift and schedule**

* **Day shift**

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**Location**

Somajiguda, Hyderabad, Telangana

**Benefits**

Pulled from the full job description

* Paid sick time
* Provident Fund

**Full job description**

Job Title: Management Trainee - Information Technology

Department: Information Technology

Experience Level: Freshers to 1 year

Location: Hyderabad.

Job Description:

We are looking for dynamic and motivated individuals to join our Information Technology team as Management Trainees. This is an excellent opportunity for recent graduates or individuals with up to one year of experience to kickstart their career in IT management. The Management Trainee program is designed to provide hands-on experience and training in various aspects of IT operations and management.

Key Responsibilities:

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Project Coordination:

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· Assist in coordinating and managing IT projects under the guidance of senior project managers.

· Collaborate with cross-functional teams to ensure project timelines and objectives are met.

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IT Operations:

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· Gain exposure to day-to-day IT operations, including troubleshooting, technical support, and system administration.

· Assist in optimizing IT processes and workflows for efficiency.

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Data Analysis:

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· Collect and analyze data related to IT performance, user satisfaction, and system reliability.

· Generate reports and insights to support decision-making processes.

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Documentation:

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· Maintain documentation related to project plans, IT processes, and standard operating procedures.

· Contribute to the development of training materials and user guides.

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Collaboration:

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· Work closely with IT teams and other departments to understand business requirements and contribute to technology solutions.

· Participate in team meetings and contribute ideas to improve IT strategies.

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Training and Development:

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· Participate in training programs focused on IT management and leadership skills.

· Seek continuous learning opportunities to enhance technical and managerial capabilities.

Qualifications:

· Bachelor’s degree in Information Technology, Computer Science, or a related field.

· 0-1 year of experience in IT or a related field (freshers are encouraged to apply).

· Strong analytical and problem-solving skills.

· Excellent communication and interpersonal skills.

· Ability to work collaboratively in a team environment.

· Eagerness to learn and take initiative in a dynamic work environment.

Additional Requirements:

· Familiarity with project management methodologies is a plus.

· Basic understanding of IT infrastructure, software development lifecycle, and emerging technologies.

· Proven ability to adapt quickly to new technologies and business environments.

Job Type: Full-time

Salary: ₹45,000.00 - ₹65,000.00 per month

Benefits:

* Paid sick time
* Provident Fund

Schedule:

* Day shift

Supplemental pay types:

* Performance bonus

Education:

* Bachelor's (Preferred)

Experience:

* total work: 1 year (Preferred)

Ability to Commute:

* Somajiguda, Hyderabad, Telangana (Required)

Ability to Relocate:

* Somajiguda, Hyderabad, Telangana: Relocate before starting work (Required)

Work Location: In person

**Speak with the employer**  
[+91 9032666452](https://in.indeed.com/jobs?q=data+science+fresher&l=Hyderabad%2C+Telangana&from=searchOnHP&vjk=61cca270f8b8e3a6#MosaicProviderCallToApplyFeedback)