**REVA Academy for Corporate Excellence**

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| **Job Title: Intern – Data Science/Artificial Intelligence/ Cybersecurity/Cloud Architecture** | |
| **About REVA Academy for Corporate Excellence, REVA University** | |
| REVA Academy for Corporate Excellence (RACE) is an initiative of REVA University, which offers a range of specialized, techno-functional programs, custom designed to suit the needs of working professionals to enhance their careers. These programs bring in the latest tools, techniques and skillsets which are in sync with the futuristic demands of the industry. Each program is planned, designed and delivered by highly renowned corporate trainers and industry leaders with years of experience. All our programs have a blended learning mode with flexible contact classes and a robust online learning management system with 24/7 support.  The programs are certified by REVA University and various industry partners. Please find more details on RACE programs **here.**<br><br>Currently RACE offers a short-term Diploma and long-term master's programs in Data Science, AI, Cybersecurity and other emerging technologies for working professionals and organizations. | |

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| **Nature of Internship** | **Part-Time** |
| **Duration** | **One year** (Extendable to second year based on performance) |
| **Positions available** | **12** |
| **Starting from** | **Immediate Joiners** |
| **About the position** | The selected interns will work with RACE program office and manage the programs and coordinate with industry mentors, participants who are working professionals and RACE program office during the internship.<br><br>This is a paid internship, and the interns will also receive Experience Certificate and Letter of recommendation based on their performance. |
| **Job Role and Responsibilities** | **Primary Responsibilities**<br>• **RACE Lab/Classroom Management**<br>　1. Ensure infrastructure and technology readiness during on-campus sessions and live webinars during weekends and be available to ensure smooth operations and delivery<br>　2. Coordinate with IT and RACE program office to ensure smooth execution of the labs.<br>　3. Reporting as per the norms.<br>• **LMS Management**<br>　1. Collate/create learning materials, solutions, lab manuals both curated and original contents and grades from faculty and upload to the LMS.<br>　2. Edit classroom session videos at the end of sessions and upload within 24 hours<br>• **Participants Management**<br>　1. Be the first point contact for participants, troubleshoot queries and manage discussions. |

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|  | 2. Monitor participants performance and various program trackers to ensure the program is running well in areas of responsibility and escalate cases as needed.<br>• **Mentor Management**<br>   1. Coordinate with industry trainers to create best in class learning materials.<br>   2. Follow-up with industry trainers for assessments, conduct of examinations and grading.<br><br>**Secondary Responsibilities –** Must spend with RACE program office for a minimum of three hours on any one of the week days and participate in one or two of the following activities.<br>• RACE Operations<br>• Marketing and Branding<br>• Sales<br>• Content Development<br><br>• All interns should be present during webinars or any other RACE events when required. Intern will be responsible for promotion of the event in their respective groups and on various social media platforms. Registration for this event with name and designation as Intern is must. |
| **Qualifications, Experience and Skills** | **Qualification:**<br><br>B. Tech in Computer Science/Information Science or similar bachelor's degree. Relevant Data Science and Cybersecurity certifications would be an added advantage.<br>**Skillsets**<br><br>• Python/R<br>• Software Testing<br>• Application Development<br>• Machine Learning<br>• Programming<br><br>The selected Interns must be,<br>• Highly motivated, quick learner and can work in a team<br>• Excellent communication skills in English<br>• Ability to multitask and coordinate with multiple stakeholders<br>• Passion for learning and problem-solving mindset is a must. |
| **Application and Selection Process** | Those who wish to apply for the Internship position must send their covering letter explaining "Why me for this position" with an updated resume to,<br>1. RACE HR – hr@race.reva.edu.in<br>2. Akshata TK – Akshata.tk@reva.edu.in<br><br>Shortlisted profiles will be called for a Personal Interview with the Director. |
| **Stipend** | Depending upon performance selected candidates would be moved to paid internship |