



## Employee Referral Program – Intern/Junior Engineer Hiring Drive FAQs

Dear Cornerstars,

We are excited to launch the **Intern Hiring Drive** to onboard fresh talent across our Hyderabad, Pune, and Mumbai office locations. Below are key details about the event, eligibility, referral process, and important points of contact for your support.

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### [SPOCs for Referral Assistance](#)

For any referral-related queries or support, please reach out to the designated SPOCs based on your location:

- **Hyderabad & Remote Employees:** Mansoor Shariff, Veena Tadepalli
  - **Mumbai:** Sagar Raut/Vineetha Nadiminti & Shilpa Thakur/Mamata Thakkar
  - **Pune:** Sandeep Thorat
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### [Event Overview](#)

#### 1. When and where is the Intern Hiring Drive happening?

- **Date:** Saturday, April 5, 2025
- **Locations:** Hyderabad, Pune, and Mumbai [@ CSOD Office]
- **Time:** 9:00 AM – 9:00 PM (Only Shortlisted)

#### 2. Will there be a workshop?

Yes, the Hiring Drive will begin with a **45-minute to 1-hour AI Workshop** at each location. Candidates will gain insights into **AI advancements, practical applications, and career opportunities within the company.**

#### 3. What is the job mode for these roles?

This is a **WFO** role. Candidates must be willing to relocate to their preferred job location (Hyderabad, Pune, or Mumbai).

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### Eligibility Criteria

#### 4. Who is eligible to be referred for this Hiring Drive?

Candidates must meet the following eligibility requirements:

- **Education Qualification:**
  - **Undergraduate (UG):** 2024/2025 graduates from **Engineering (B.E./B. Tech), BCA, IT, or other Computer Science-related programs.**
  - **Postgraduate (PG):** 2024/2025/2026 graduates from **Engineering (M.E./M. Tech), MCA, IT, or other Computer Science-related programs.**
- **Academic Performance:**
  - **10th Grade:** 75–80% and above.
  - **12th Grade:** 75–80% and above.
  - **Undergraduate (UG):** 70% and above.
  - **No Current Backlogs/Arrears**

If you have questions about candidate eligibility, please contact your **location SPOC**.

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### Referral Process

#### 5. How do I refer a candidate?

To refer a candidate, follow these steps:

1. **Fill out the attached Referral Form** with the candidate's details. Reach out SPOCs for the Form.
2. Submit the completed form to your **location SPOC** before the referral deadline.

For support with the referral process, reach out to your **location SPOC**.

#### 6. What is the deadline for submitting referrals?

The referral submission window is open from **March 24 to March 29, 2025**. Referrals submitted after March 29 will not be considered.

#### 7. Can I refer multiple candidates?

Yes, you can refer multiple candidates, provided their details are submitted before the deadline.

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### **Candidate Screening & Interviews**

**8. How will the referred candidates be screened?**

The **TA team** will review all referrals, screen them based on the eligibility criteria, and schedule interviews accordingly.

**9. Can candidates attend interviews at any location?**

Yes, referred candidates can attend interviews at any of the three locations: **Hyderabad, Pune, or Mumbai**. They can also opt for their preferred job location among these cities.

**10. What happens if my referred candidate cannot attend the interview on April 5?**

Candidates unable to attend the Hiring Drive can be considered for future opportunities. However, we strongly encourage all referred candidates to attend on the scheduled date for this specific drive.

**11. Will I be informed about the status of my referred candidate?**

Yes, the **TA team will notify you** once your referred candidate has been screened and scheduled for an interview.

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### **Additional Information**

**12. Is there a referral bonus for employees?**

No, there is no referral bonus for this initiative. This program is designed to bring in top talent to support the company's growth and innovation.

**13. Can candidates bring additional documents on the day of the drive?**

Yes, candidates should bring extra copies of their resumes and any other supporting documents to the venue. However, ensure their referral form is submitted beforehand.

**14. Can employees from different locations refer candidates to other cities?**

Yes, employees can refer candidates for any job location (Hyderabad, Pune, or Mumbai), irrespective of their location.

**15. Who should I contact for referral-related questions?**

Please refer to the SPOCs listed at the top of this document.

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**Best regards,**

TA Team & Employee Referral SPOC's.