



**Bharati College**  
(University of Delhi)



**OPUS**  
**INTERNSHIP AND PLACEMENT CELL**

## **Triedge Solutions** **Internship Opportunity**

**Profiles Available :-**

- Social Media Creative and Content Marketing
- Data Sourcing and Social Media Operations
- Human Resource Intern
- Corporate Acquisition Intern

**Stipend:** Unpaid

**Mode:** WFH

**Duration:** 2 months

**Joining date:** July 2026

**Eligibility Criteria:**

- Open to all students and Alumni of all courses

**Selection Procedure:**

- Resume Screening
- HR Round
- Line Manager Round

**LAST DATE TO APPLY : 20TH APRIL, 2026, 11:00 AM**

**APPLY NOW!**

# JOB DESCRIPTION

## 1) Social Media Creative and Content Marketing

### Key Roles & Responsibilities:

#### Social Media & Digital Marketing:

- Plan and execute digital marketing campaigns and social media outreach strategies.
- Post on the company's social media handles daily and engage with audiences by liking, commenting, and tagging on Triedge's posts to increase reach.
- Connect with campuses and placement cells via social media platforms to promote Triedge Solutions' offerings.
- Generate leads for client requirements by leveraging social media networks.

#### Content Creation & Brand Development:

- Conceptualize and create intuitive, engaging, and brand-consistent digital experiences.
- Continually improve and optimize the user experience for Triedge Solutions' website and social media presence.
- Collaborate with cross-functional teams to define a creative content strategy.
- Write compelling blog posts, articles, and marketing content tailored for different audiences.
- Edit and proofread all materials to ensure precision, clarity, and brand alignment.

#### Graphic Design & Web Development:

- Design visually appealing social media graphics, banners, and promotional materials using tools like Photoshop, Illustrator, and Canva.
- Create PSDs and optimize graphics for various digital platforms.
- Develop and refine web design concepts to enhance the brand's online presence.

#### Data Research & Analysis:

- Conduct research and collect data from job platforms, websites, and other specified sources.
- Organize and maintain datasets efficiently for easy reference.
- Verify the accuracy and validity of collected data to ensure data integrity.
- Analyze data to identify trends and actionable insights for marketing and engagement strategies.
- Collaborate with team members to support ongoing projects and initiatives.

### Benefits

- Gain hands-on experience in social media management, content marketing, and digital branding.
- Develop expertise in graphic design, data research, and digital engagement strategies.
- Build a strong portfolio showcasing marketing and branding projects.
- Receive a Certificate of Completion upon successful completion of the internship.
- Opportunity to receive a Letter of Recommendation (LOR) based on performance

# JOB DESCRIPTION

## 2) Data Sourcing And Social Media Operations

### Key Roles & Responsibilities:

- Sourcing data from multiple websites and putting it into excel.
- Seeking important data from multiple sources, do research and report it to a manager.
- Source job postings shared by Corporate HR on social media platforms.
- Show appreciation and engage on Client Job posts on Social Media.
- Grow professional networks through active engagement on Social Media.
- Express appreciation for reposts made by HR managers on Social media..
- Actively engaged and maintains a visible presence across various social media platforms.

### Benefits

- Gain Experience in Research
- Deep Understanding of Secondary Research
- Receive a Certificate of Completion upon successful completion of the internship.
- Opportunity to receive a Letter of Recommendation (LOR) based on performance

## 3) Human Resource Intern

### Key Roles & Responsibilities:

- Build and maintain effective relationships with Placement Officers, educators, and key stakeholders in universities and colleges to promote student placement in jobs, internships, and live projects.
- Develop and implement engagement strategies that effectively communicate the value and opportunities Triedge Solutions offers to both educational institutions and their students.
- Organize and lead virtual and in-person presentations, workshops, and seminars aimed at educating students on career readiness, job market trends, and the benefits of engaging with Triedge Solutions.
- Work closely with the business development and client management teams to identify and secure new partnership opportunities with educational institutions.
- Promote Triedge Solutions' initiatives, job opportunities, and events across campuses through online and offline channels.
- Drive student participation in webinars, career fairs, and skill-building programs.
- Collect feedback and insights from students and educational institutions to refine engagement strategies.
- Track and report engagement metrics to assess the effectiveness of outreach efforts.

### Benefits

- Gain real-world experience in relationship management, event coordination, and business development.
- Develop leadership, communication, and networking skills.
- Build a strong professional network within academic and corporate ecosystems.
- Receive a Certificate of Completion upon successful completion of the internship.
- Opportunity to receive a Letter of Recommendation (LOR) based on performance

# JOB DESCRIPTION

## 4) Corporate Acquisition Intern

### Key Roles & Responsibilities:

#### Corporate Outreach & Business Development:

- Research and reach out to recognized companies to identify hiring needs and partnership opportunities.
- Connect with senior stakeholders such as Heads of HR or Talent Acquisition to introduce Triage Solutions' talent acquisition services.
- Understand the full spectrum of a company's hiring demand and propose suitable Triage Solutions offerings.
- Pitch Triage's capabilities in Talent Acquisition, Training & Upskilling, and Employer Branding.
- Plan and achieve targets in terms of client acquisition and job position sourcing.

#### Client Relationship Management & Customer Service:

- Provide excellent customer service to existing and potential clients.
- Maintain professional communication with corporate partners to ensure seamless engagement and client satisfaction.
- Manage client expectations and address any concerns in a proactive manner.

#### Operations & Team Coordination:

- Ensure error-free job postings on Triage's platforms.
- Collaborate with internal teams to support client hiring needs efficiently.
- Assist in team management, ensuring effective coordination and communication.
- Share daily reports with respective managers to track progress and maintain transparency.

### Benefits

- Gain hands-on experience in corporate acquisition, client relationship management, and business development.
- Develop expertise in corporate outreach, sales strategy, and talent acquisition.
- Build a strong professional network within the HR and corporate ecosystem.
- Receive a Certificate of Completion upon successful completion of the internship.
- Opportunity to receive a Letter of Recommendation (LOR) based on performance