Ref. GMGC/ADMIN/22-23/No. 595   **Date: 11/02/2023**

TCS (Tata Consultancy Services) is conducting a recruitment drive for the position of **Content Writer**, for students from the batch of 2023. Tata Consultancy Services is an India based multinational organization and an integral part of the Tata Group with over six hundred thousand employees globally.

The details of this recruitment process would be as below –

I.   Eligibility Criteria

    a.   Any student who is due to complete his / her Bachelor's or Master's degree in 2023, in one of the following streams may apply.

- Arts
- Mass Media
- Content creation & PR
- Social media
- Digital marketing
- Publishing
- English Literature
- Journalism
- Communication
- Economics and Commerce
- Foreign language Skill
- Sociology

        An applicant must mandatorily have 50% or CGPA equivalent to 50% throughout his or her academic career, i.e., Std. X, Std. XII, UG, Diploma (if applicable).

    b.   Only full time courses are considered, part time or correspondence courses are not eligible. **Open Schooling Students who have completed their Class Xth &/or Class XIIth through NIOS are eligible.**

    c.   An applicant may have a maximum of 1 (one) active backlog / arrear / ATKT as on date / at the time of the interview, which has to be mandatorily cleared within the stipulated duration of the course.

    d.   An applicant may not have any extended education in his / her academic career – all courses must be completed within the stipulated duration of each course.

    e.   Total academic gap of an applicant must not exceed 24 calendar months.

    f.   The age of an applicant must be within 18 years to 28 years.

II. Job Description

Attached with this noticel

III. Job Location

PAN India

IV. Further Process*

a. Upon receipt of this mail, you are requested to confirm the participation of your institution by replying to this email within 24 hours. This would enable us to enroll your institution as an Academic Partner for this hiring activity from our side.

b. You are requested to share a list of eligible and interested candidates as per the template present in the attached excel sheet. The last date for you to share the list with us would be **Tuesday, February 14, 2023**, any entries beyond this date would not be considered.

c. The TEST & INTERVIEW Dates will be shared with you shortly upon receiving the candidate details within the stipulated deadline.

d. **The candidates will need to complete their registration in the TCS Next Step Portal**.

V. Registration Process *

a. Visit https://nextstep.tcs.com and click on 'Register Now'.

b. Once the next page loads, you are requested to choose the option **'IT' only.**

c. Please take note of this number. It usually begins with DT / CT and is a 13-digit number.

d. Once you have generated your Reference No. and have logged in successfully, please click on Application Form and fill up the detailed Application Form, ensuring there is free of errors.

e. The last step of the registration process would require you to upload your latest formal passport size photograph and your updated resume. Pls ensure you adhere to the format and size limit of both the files.

f. Upon successful completion of all the above mentioned steps, you would be able to download your Application Form in the PDF Format and the status of your candidature would be **'Application Received'.**