

FAQs

FAQ

Q.1. What will be the salary package? Job Location? Job timings?

Kindly check Job Portal for all details

Q.2. What is this Eligibility Task? / What's the purpose of the eligibility task when I have submitted my previous work samples?

This is your Eligibility Task, not just an interview slot or casual trial. The purpose of this task is to evaluate your suitability for the role and give you clarity on our work and expectations. You will be assigned real tasks, similar to those you will handle after joining. These tasks are designed to assess your skills, approach, and professionalism.

As mentioned earlier the purpose of the eligibility task is to evaluate your skills, knowledge, and behavior and make you accustomed to other minor but important formalities of keeping of records and reports in prescribed formats

Q.3. What's the purpose of the eligibility task when I have experience of 10 years + in this field & Eligibility task process is too long?

Ans: No it's not too long, These eligibility tasks to be done are exactly same which are supposed to be done as per day-to-day activity for the whole month once you are enrolled in a regular job, It's only a 1-2 day task and not more than that.

And so those who are really interested should not have any issue in performing the same. And while posting job post at the job portal we have mentioned requirement of minimum of 5 years, so you anyways are presently doing same tasks

Q.4. When to submit?

Ans: There is no deadlines. But your early satisfactory submission will enable us to hire you

Q.5. Where to submit?

Ans: Upload the output in your google folder and open the restrictions to "Anyone with the link" and then send the google link in reply to the WhatsApp message received

Q.6. How do I use Zoom to conduct an interview? I don't have any experience using Zoom meetings.

_ *Kindly Refer Video explanation*_

_ *1. How to install Zoom meetings on Windows*_

<https://www.youtube.com/watch?v=cYf-phhWvAw>

_ *2. How To Change Zoom Video Layout*_

<https://www.youtube.com/watch?v=VW2DeNQEcFY>

_ *3. How To Record Video In Zoom Meeting On Laptop With Audio?*_

<https://www.youtube.com/watch?v=JMaUpcq2mf4>

Q.7. How can I submit an eligibility task via Google Drive? I don't know how to use Google Drive.*_

_ *Kindly Refer Video explanation*_

_ *1. How to open Google Drive on laptop*_

<https://www.youtube.com/watch?v=koXZO8KfY6I>

*2. How to Upload Files to Google Drive*

<https://www.youtube.com/watch?v=jTlg32FI9oA>

*3. How to Send Google Drive Link on WhatsApp (Via phone)*

https://www.youtube.com/watch?v=rQL1x_xhLRs

Q.8.Should I make and upload them all together?*

Ans: No. Upload tasks as they are prepared and not all together so we can comment corrections on those that are uploaded

Do make sure to make separate folder for each task category and upload relevant tasks in corresponding folders only

Kindly keep updating the link by adding all tasks in the same link

Q.9. Do I have to do all the tasks or I can pick and choose any lesser number of tasks?*

Ans: No. You have to do all the tasks mentioned.

Q.10. Why are many tasks supposed to be submitted and why not only 1?*

Ans: Eligibility is not only for quality of work submitted but also for speed of task submitted and so ...

As well as know whole process from task receiving to task submission and review and do corrections

Q.11. Interested / Not interested*

Ans: In case if interested to do the eligibility task

Need to provide commencement date of the eligibility task

In case you have any doubt regarding the eligibility task need to revert by sending queries within 24 hours of receiving the message.

In case if not interested do inform of the same, so that we do not have to follow up with you And do provide reason of the same since you yourself have shown interest in the job/profile description

Q.12. **How to give access to the link**

Ans: After saving your work in google drive, you will see a **Share** option at the top. Click on **Share**, and you will find an option labeled "**Restricted.**" Right next to it, there will be a small **arrow**—please click on that arrow and change the access to "**Anyone with the link.**"co