



Placements 2022-23

Portal Registration Guide

Placement & Internship Cell

INDIAN INSTITUTE OF TECHNOLOGY MADRAS



v1 Dt: 09/08/2022

Company Placement Portal Guide

1. Go to the [IIT Madras Placement Portal](#) -> Recruiters



2. Enter your email address.

Home | Students | Recruiters | Academics | Contact Us | Our Team

New Registration

Enter your email address and create the company profile.

[→ Go](#)

[Already Registered? Click Here](#)

Instructions

Recruiters have to pay the Placement fee of Rs. 10000 [including 18% GST]

The Institute Placement Season is structured to be a year-long process: from July to May. Students from different streams: B.Tech., Dual Degree (Integrated B.Tech. + M.Tech.), M.Tech., M.A., M.Sc, M.S. and PhD across 16 different branches participate in the two-phase recruitment process. An independent body - the Career Development Cell devotedly focuses on the all-around preparation of students for the multi-faceted placement process. The registration process starts in August, and pre-interview activities like Pre-Placement Talks, Aptitude and Technical tests happen in the September- November period. Requesting us to refund Refund Request the payment received by the companies in respect of such Disputed Transaction Refund Monies; or

3. Fill up the following information.



Company Registration

Company Information (company@gmail.com)

Name Of Company *

Year Of Inception *

Website *

Type Of Company *

Nature Of Business *

Select your affiliation *

- In-House HR RPO (Recruitment process outsourcing) personnel

Recruiter Contact Information

Name Of In-House HR *

Designation *

Mobile *

Alternate Mobile

Email Address *

Alternate Email Address

Postal Code *

Address *

Additional Information

Does your company have an office at IITM Research Park ? *

- Yes No

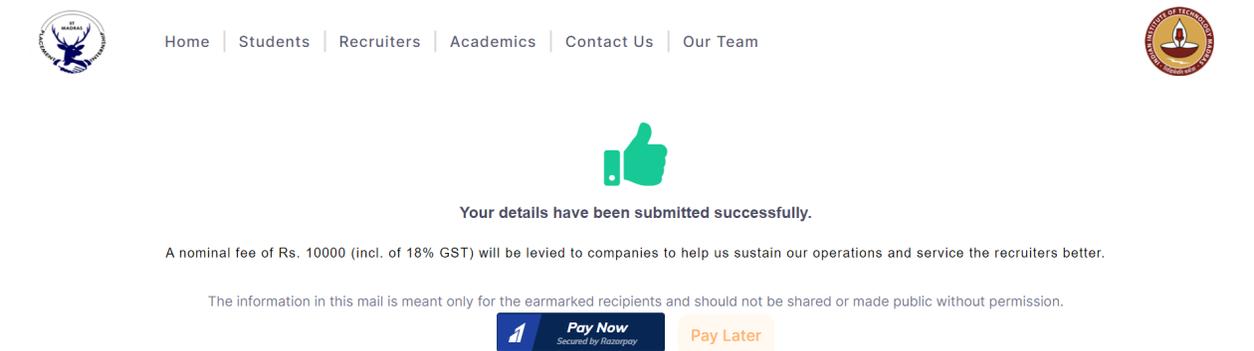
Are you a registered company in India ? *

- Yes No

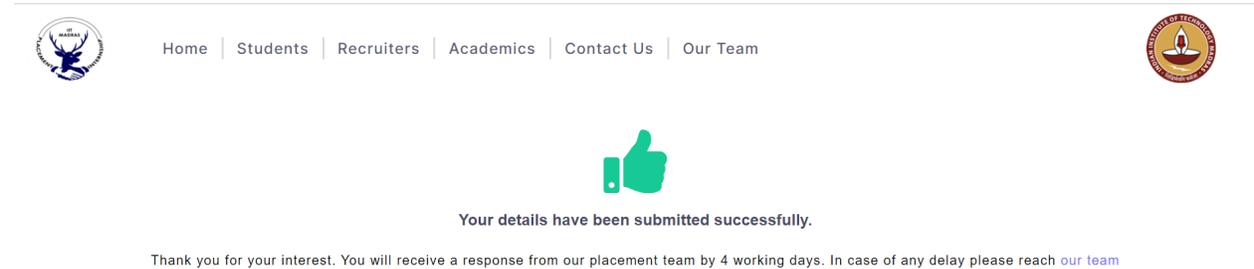
→ Submit



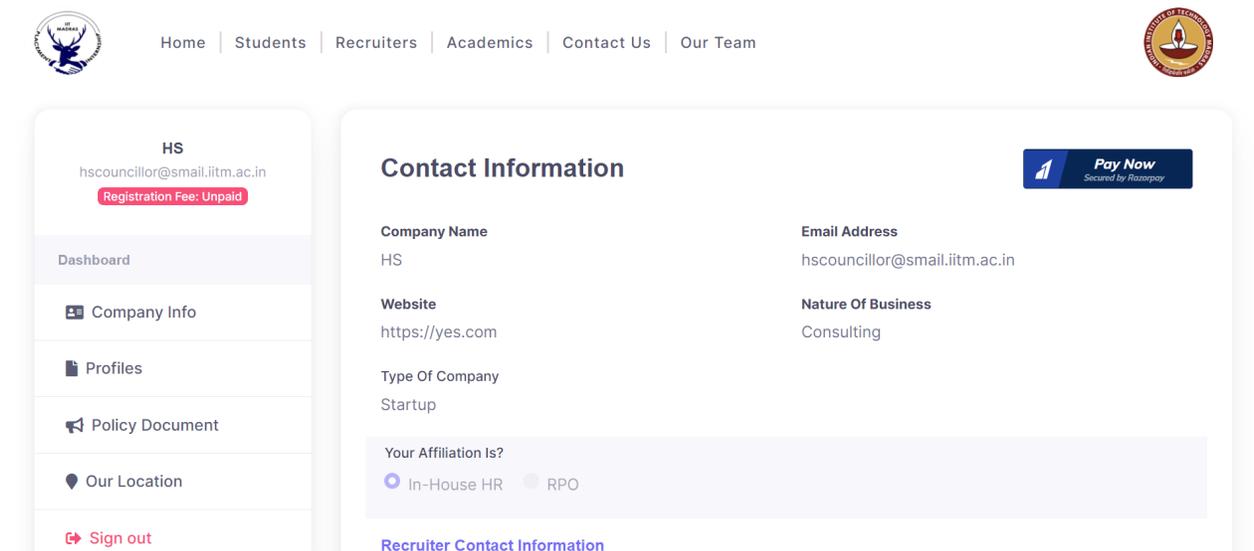
→ Companies with an existing **invite from the Placement & Internship office** will receive login credentials on the registered email shortly after registration.



→ For companies **without an invite**, the team will require some extra time to process the registration. Therefore, login credentials will be sent to the registered email address after a period of time.

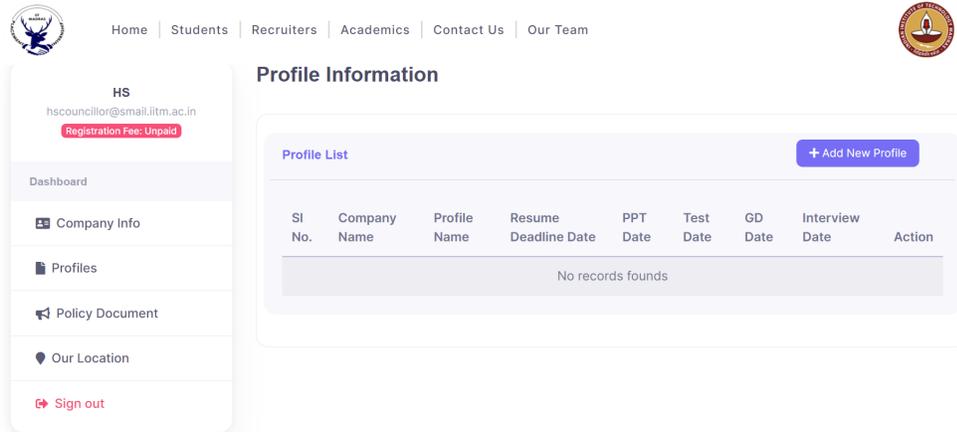


4. The login credentials must be used to log in to the portal.
We request you to **save the auto-generated password** since there is no option to change the password as of now.



Click on 'Pay Now' to initiate online payment of the registration fee of Rs 10,000/-

5. Profile details can be added from the 'Profiles' section of the dashboard. Please note that profile details **cannot be changed** once the profile has been announced.



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HS
hscouncilor@small.itm.ac.in
Registration Fee: Unpaid

Dashboard

- Company Info
- Profiles
- Policy Document
- Our Location
- Sign out

Profile Information

Profile List [+ Add New Profile](#)

SI No.	Company Name	Profile Name	Resume Deadline Date	PPT Date	Test Date	GD Date	Interview Date	Action
No records found								

Add Profile Information

Profile Name *

Nature Of Profile *

Type Of Offer*

Note: The Job Description should contain the following details:

- Mandatory:
 - About the company, About the profile, Minimum/Desired Qualifications, Details of bond (if any).
- Optional:
 - Detailed compensation details.

Job Location *

Probable No. of offers to be made *

Job Description *

Attach the Job Description

Choose File

No file chosen

PPT Materials

Choose File

No file chosen

Are students required to sign a bond ? *

Yes No

Are the students required to undergo any medical tests? *

Yes No

Selection Process

Group Discussion *

Yes No

Mode Of Interview *

Online Telephonic Offline

Test Information

Aptitude Test *

Yes No

Technical Test *

Yes No

Test Requirements *

Continue



6. If any problems are encountered, please exit and log in afresh.