



Bharti Foundation

Position Title	Project Intern		
Duration	March 2022 – September 2022		
Department/Function	Finance		
Location City	Ludhiana	State	Punjab
Number of Positions	1		
Reporting to (Designation/Role)	Project Coordinator / Project Head		
Stipend	Rs.6,000 per month (all inclusive)		
Qualification	B.Com / MBA / Semi qualified CA		
Experience	<ul style="list-style-type: none">● Prior experience in social sector and education preferred.● Fresher(s) may also apply		
Skill	<ul style="list-style-type: none">● High on interpersonal skills.● Should be able to work with cross function teams across all levels.● Knowledge of MS Excel, MS word,		
Key Roles & Responsibilities			
<ul style="list-style-type: none">● Understand PEDB reimbursement claims submission of previous years, Knowledge of working in excel, Realignment of bills & attached other supporting documents for previous years claims (form FY 2017-18 onwards) as per new requirements of PEDB.● Regular compilation and reporting of program data/activities to the Project Coordinator/Head			



Bharti Foundation

Position Title	Project Intern		
Duration	March 2022 – September 2022		
Department/Function	Quality Support Program		
Location City	Gurugram	State	Haryana
Number of Positions	1		
Reporting to (Designation/Role)	Project Coordinator / Project Head		
Stipend	Rs.6,000 per month (all inclusive)		
Qualification	BE/Mtech (Computer Science/IT)		
Experience	<ul style="list-style-type: none">● Prior experience in social sector and education preferred.● Fresher(s) may also apply		
Skill	<ul style="list-style-type: none">● High on interpersonal skills.● Should be able to work with cross function teams across all levels.● Knowledge of MS Excel, MS word,		
Key Roles & Responsibilities			
<ul style="list-style-type: none">● Process improvements through automations, support evaluating tech options, carry out pilot testing● Regular compilation and reporting of program data/activities to the Project Coordinator/Head			