

## FAQ

On late project completion by CRAM what will your team do to make for Client's time loss? Cram has an unmatched team of developers headed by expert project managers handling project works to help you succeed without costly delays, risks, or conflicts. However if any such inconvenience occurs then Cram will do its best to provide you hassle-free solutions by putting extra efforts.

### 01 How do I apply for a job at Cram Technologies?

- We at Cram prefer to receive electronic candidate applications. Please be advised that we do not accept unsolicited approaches from recruitment agencies on your behalf.
- Your application should include a summary of your employment, education and experience, plus any other information that you think we would be interested in knowing about.
- You may send us a general application to express your interest, or choose from one of our many advertised vacancies and make a specific application to a position.
- Due to the volume of candidate applications we receive, those that are specific applications for an advertised 'current vacancy' will be given first consideration.

### 02 How do I apply?

It's easy and simple to apply for jobs at Cram Technologies. You can log-in to CRAM's career portal and post your profile <http://careers.cram.com/index.aspx>

### 03 What happens after I apply?

- After applying at CRAM you will be screened depending on whether you are a fresher or experience holder.
- You will receive an ID card and job credentials.
- If you choose to send us a specific application (e.g. a currently advertised vacancy) we will retain your details in our system so that we may contact you at a later date.
- If you are being considered for the role, we will call and inform you of the next steps.

### 04 What happens if I send a general application?

- If you choose to send us a general application (that is, not relating to any of our currently advertised vacancies) we will retain your details in our system.
- Due to the volume of general applications we receive, we are unable to provide everyone with 1 to 1 follow-up and suggest that you save our Careers Site address in your 'Favorites' so that you can check in on new opportunities regularly.

### 06 While scrolling through CRAM's openings I found a job suitable for someone else, can I share details online?

Yes, you can most certainly share a listing with people who you think might fit the bill. Thank you, we appreciate it!

### 07 I sent my profile at CRAM TECHNOLOGY, what will happen next?

The profile will be stored into our system and will be assessed & screened by our recruiters for current openings. Finding the profile suitable for the job opening you will be contacted about further stages and if there are no job requirements matching your profile your data will be stored in our database for 3 months and for that duration our recruiters will keep screening your profile for new openings.

### 08 Will I be considered for a job in future if I don't get selected at first attempt?

Yes, as per policy, you can re-apply after 3 months from the date you last attended the hiring process.

### 09 What should I do first when I reach the Cram campus?

Please present yourself at the reception area and mention that you are a new joiner. You will be given a temporary pass. Please ensure that this pass is always worn and visible on your person inside the campus. Your reporting will be followed by document collection & verification.

**10 What dress code is allowed at CRAM?**

The dress code is formal on all days except Fridays where smart casuals are allowed. The men may wear trousers/shirt and closed shoes. Ladies may wear trousers/shirt or Indian formal wear. Open t-shirts, cargoes, capris or casual wear are not permissible under the CRAM dress code.

**11 Are Cram's training and project location same?**

Not necessarily - the project location depends on the business requirement that you are allocated and the allocation will be communicated to you in advance.

**12 Could we take leave during the training?**

No - You are expected to be in training for the complete duration, as applicable.

**13 Are there any formalities that I need to complete before joining CRAM?**

Yes, there are a few formalities which are mandatory and have to be completed before joining CRAM. Please refer our Welcome e-mail.

**14 What do I need to bring at CRAM after joining as intern?**

You will need to bring your computer, there will not be any study material during the training. You need to carry a pen and small notepad to take down important notes.

**15 What are the reimbursements we can claim for travel?**

Please retain your travel tickets along with a photocopy as this would be required for processing reimbursements. If you are travelling in a group, you can submit a photocopy of the ticket for reimbursement.

**16 Is there a canteen facility in the office?**

Yes, there are multiple options to choose from at the office canteen. Tea and coffee is also available.

**17 Are there any suggested areas to stay in?**

The stay will depend on your training/work location. We will inform you of the training/project locations in advance to enable you to plan for long term accommodation.

**18 Can my joining date be postponed in case of emergency?**

We advise you to join us on the scheduled date. For emergencies you may e-mail [manager.hr@cram.com](mailto:manager.hr@cram.com) supported with valid reason and documents (if any). We would reply to your request within 48 hours based upon business availability.

**19 Do I need to carry the service and/or relieving letter from my previous organization?**

Yes - As part of CRAM's integrity policy we would need you to complete all the formalities with your previous employers, as applicable.

**20 Can I bring my parents during joining?**

Sorry, as a part of security measures, parents cannot accompany you during your joining formalities.

**21 Would you assist in opening a bank account?**

We will assist you with opening your CRAM salary account during your joining formalities.

**22 Would I be eligible for maternity leave?**

Expecting women employees would be eligible to avail maternity leave upon completion of 80 days from the date of joining.

**23 What is the difference between date of reporting and date of joining?**

Freshers who undergo Project Readiness Program (PRP) training would need to report a week prior to their effective date of joining. This helps in early completion of their joining formalities and helps us plan the training schedule.

Candidates are requested to utilize the days after completion of their joining formalities to plan on their accommodation and daily travel arrangements to office/training location.

Candidates who join the business units directly may need to join immediately after completion of joining formalities. Please refer our reporting e-mail for specific details

**24 What is the selection process for entry level/fresher candidates?**

It is a three stage recruitment process for entry level hires: A) Aptitude Test B) Technical Interview & C) HR Interview. Each stage is an elimination round.

