

SUCCESS STORY

A NEW ROLE.
A CLEAR NEXT STEP.

A career move takes shape when the role and the next step are clear.

- 

ROLE

Assistant Manager - Marketing Automation
- 

LOCATION

Gurgaon
- 

JOINING DATE

12 August 2026

THE OPPORTUNITY

An official appointment letter confirmed the role, location and joining date.

Source: provided appointment letter



IDP Education India Pvt. Ltd.
Tower 6B, 6th Floor,
The Millennia, Tower B,
Sector 3, Noida - 201301,
Uttar Pradesh, INDIA
CIN: U80901DL2009PTC190002
Tel: +91 120 441 6000
Email: info.india@idp.com

APPOINTMENT LETTER

Dear Sir,

With reference to your application and subsequent interview, IDP Education India Private Limited ("we" / "Organization" / "IDP") is pleased to appoint you as **Assistant Manager - Marketing Automation** at our **Gurgaon** Office. Your date of joining is **12-Aug-2026** and is subject to receipt of your relieving/ extensions acceptance letter from your current/ immediate last employer (as applicable) and acceptance of this Appointment letter ("Letter") within 7 days of receipt of this Letter by you.

You agree that Organization reserves the right to conduct your reference checks and background verification and your employment with the Organization is contingent to the successful completion of professional reference check and background verification. Your further understanding and agree the in case of unsuccessful reference and background verification report, the Organization shall have the right to forthwith terminate your employment as per 'Termination for cause' Clause herein.

The Compensation for this position will be as per the details attached in Annexure I.

This Letter broadly outlines the main terms and conditions of employment under which all IDP staff members/employees in IDP India offices are employed.

Circumstances that arise outside the main terms and conditions outlined in this Letter, will be dealt on a case-by-case basis by IDP's management ("Management")

IDP reserve the rights to modify the employment terms and conditions at any time based on general market practices and Organization policies.



THE DETAILS MATTER

THE OPPORTUNITY,
CONFIRMED.

The offer communication also clarified the joining timeline and office schedule.



Gmail

[Redacted]*****@gmail.com>

IDP

1 message

IDP

Reply-To: sy****@successfactors.com
To: dh*****@gmail.com

Mon, Aug 10, 2026 at 12:57 PM

Please find herewith attached your Offer Letter for the position of **Assistant Manager - Marketing Automation** based at Gurgaon.

The **DOJ** is **12th August 26**. Our office timings are **09:00 am – 05:30 pm**.

You are requested to get the form filled using the link below and signed copy of the offer letter back to us on or before 5:30 PM today. Please confirm once done.

<https://tinyurl.com/cmy2dsh>

Kindly share the signed copy of offer letter via email with us on or before 5:30 PM, today.

Please Note:

1. You must also submit us your resignation & relieving letter on the day or before joining.
2. Your name on PAN card and Adhaar Card must match to ensure your PF account opening is smooth. If the name does not match, you must want to get the same corrected on PAN card. (follow online process for the same).
3. Your DOB should be updated completely in DDMYYYYY format on your Adhaar Card.
4. Do keep scanned copies of all your documents (PAN Card, Aadhar Card, Educational documents, Offer & Appointment letters from your past organizations, copy of Passport if any, E-Signature & latest passport size Photograph) in your mobile.
5. Please download Microsoft Authenticator App from Google Play story in your mobile for Onboarding Process.
6. Please share signed copy on each pages of Offer Letter via email.

Global Gateway Towers | Tower-B, 5th - 7th Floor, Sector 26, M.G. Road,
Sikanderpur Ghosi, Gurgaon – 122002 (Near Guru Dronacharya Metro Station)
M: +91 9818604416 | E: ko*****@idp.com
IDP Education: www.idp.com | IELTS website for test takers: www.ieltsessentials.com
IELTS website for institutions & organizations: www.ielts.org



IDP co-owns IELTS – the world’s leading English proficiency test.



ROLE

**Assistant Manager -
Marketing Automation**



DOJ

12 August 2026



TIMINGS

09:00 AM - 05:30 PM



A clear next step.

The joining details were shared directly in the offer email.



PREPARATION

PREPARATION THAT BUILDS CONFIDENCE.

Prime Pathway's resource library included
targeted assessment and interview preparation.



Verbal Reasoning-Test Partnership

Useful for- 1)Harrods-Cappfinity Assessments 2)UBS-Aon Assessments 3)Kody-Cappfinity Assessments 4)Globant...

READING

VERBAL

+1

INTERMEDIATE

🕒 15 min





Verbal Reasoning-123 Test

Useful for- 1)Harrods-Cappfinity Assessments 2)UBS-Aon Assessments 3)Kody-Cappfinity Assessments 4)Globant...

VERBAL

READING

+1

BEGINNER

🕒 10 min





Verbal Reasoning-Talent Central-SHL

Useful for- 1)Harrods-Cappfinity Assessments 2)UBS-Aon Assessments 3)Kody-Cappfinity Assessments 4)Globant...

VERBAL

READING

ADVANCED

🕒 20 min





Verbal Reasoning-Job Test Prep

Useful for- 1)Harrods-Cappfinity Assessments 2)UBS-Aon Assessments 3)Kody-Cappfinity Assessments 4)Globant...

VERBAL

REASONING

+1

INTERMEDIATE

🕒 20 min





Verbal Reasoning-Assessment Day

Useful for- 1)Harrods-Cappfinity Assessments 2)UBS-Aon Assessments 3)Kody-Cappfinity Assessments 4)Globant...

VERBAL

READING

+1

INTERMEDIATE

🕒 15 min





Behavioral Questions

Comprehensive list of the most common behavioral interview questions

QUESTIONS

PREPARATION

INTERMEDIATE

🕒 15 min





Verbal Reasoning

Partnership / 123 / Talent Central-SHL



Job Test Prep

Assessment Day



Behavioral Questions

Interview preparation

Better preparation. Stronger readiness.

Built around the assessment resources shown in the provided screenshot.



Prime Pathway

Your Career. Our Strategy. Real Results.



+91 9004676920

+91 8097216686



hello@primepathway.in



www.primpathway.in



BEHIND THE SCENES

FROM OPPORTUNITY TO READINESS.

A strong career move is more than an offer.
It is the clarity and preparation around it.

01

ROLE & LOCATION
Assistant Manager -
Marketing Automation
Gurgaon



APPOINTMENT LETTER

AN/Vareha/08/2026
Dhananjay Tiwari
S/O Late Shri Ram Tiwari
D-385 Shree Ananta, C.H.S, Mira Road,
PO: Copra, Dist: Thane 401107, India

Dear Dhananjay,

With reference to your application and subsequent interview, IDP Education India Private Limited ("we"/"Organization" / "IDP") is pleased to appoint you as **Assistant Manager - Marketing Automation** at our Gurgaon Office. Your date of joining is 12-Aug-2026 and a document verification session will be conducted on 12-Aug-2026 (as applicable) and acceptance of this Appointment Letter ("Letter") within 7 days of receipt of this Letter by you.

Background for foregoing appointment includes demonstration of both minimum and further desirable background/education/experience/verifiable employment record and other documents as mentioned in the offer letter. IDP reserves the right to conduct background verification of the candidate and its associates. IDP reserves the right to terminate the appointment of the candidate if the background verification reveals any discrepancy or falsification of the documents submitted by the candidate.

The Compensation for this position will be as per the details attached in **Annexure I**.

The terms and conditions of the employment shall be governed by the IDP staff staff and any other conditions of employment as may be notified from time to time.

Circumstances that arise outside the main terms and conditions outlined in this Letter, will be dealt on a case-by-case basis by IDP's Management ("Management").

IDP reserves the rights to modify the employment terms and conditions at any time based on general market practices and Organization policies.

02

JOINING DETAILS
12 August 2026
09:00 AM - 05:30 PM



India - Offer Letter

1 message

IDP <careers.india@idp.com>
Reply To: dh*****@sureshastors.com
To: dh*****@gmail.com

Mon, Aug 10, 2026 at 12:57 PM

Hi Dhananjay,

Please find herewith attached your Offer Letter for the position of **Assistant Manager - Marketing Automation** based at Gurgaon.

The DOJ is 12th August 26. Our office timings are 09:00 am - 05:30 pm.

You are requested to get the form filled using the link below and signed copy of the offer letter back to us on or before 5:30 PM today. Please confirm once done.

<https://forms.gle/omv2tsh>

Kindly share the signed copy of offer letter via email with us on or before 5:30 PM, today.

Please Note:

- You must also submit us your resignation & relieving letter on the day or before joining.
- Your name on PAN card and Aadhar Card must match to ensure your PF account opening is smooth. If the name does not match, you need to get the same corrected in PAN card, (Aadhar card) and submit the same.
- Your DOB should be updated completely in COMPANY format on your Aadhar Card.
- Do keep scanned copies of all your documents (PAN Card, Aadhar Card, Educational documents, Offer & Appointment letters from your past organizations, copy of copy of 0-signature & latest passport size Photograph) in your mobile.
- Please download Microsoft Authenticator App from Google Play store in your mobile for Onboarding Process.
- Please share signed copy on each pages of Offer Letter via email.

Vareha Dhananjay

Deputy Vice President - HR India | People & Organisation

Global Gateway Towers | Tower-8, 8th - 7th Floor, Sector 26, M.G. Road,
Sikanderpur Ghosi, Gurgaon - 122002 (Near Guru Dronacharya Metro Station)

M: +91 9810004116 | E: dh*****@idp.com

IDP Education: www.idp.com | IELTS website for test takers: www.ieltsessentials.com

IELTS website for Institutions & Organizations: www.ielts.org



IDP co-owns IELTS - the world's leading English proficiency test.

03

ASSESSMENT PREP
Verbal reasoning +
behavioral resources

Verbal Reasoning-Test
Partnership

Useful for- 1)Harrods-Capfinitly
Assessments 2)UBS-Aon Assessments
3)Kody-Capfinitly Assessments 4)Globant...

READING VERBAL +1
INTERMEDIATE 15 min

Verbal Reasoning-123 Test

Useful for- 1)Harrods-Capfinitly
Assessments 2)UBS-Aon Assessments
3)Kody-Capfinitly Assessments 4)Globant...

VERBAL READING +1
BEGINNER 10 min

Verbal Reasoning-Talent
Central-SHL

Useful for- 1)Harrods-Capfinitly
Assessments 2)UBS-Aon Assessments
3)Kody-Capfinitly Assessments 4)Globant...

VERBAL READING
ADVANCED 20 min

Verbal Reasoning-Job Test Prep

Useful for- 1)Harrods-Capfinitly
Assessments 2)UBS-Aon Assessments
3)Kody-Capfinitly Assessments 4)Globant...

VERBAL REASONING +1
INTERMEDIATE 20 min

Verbal Reasoning-Assessment
Day

Useful for- 1)Harrods-Capfinitly
Assessments 2)UBS-Aon Assessments
3)Kody-Capfinitly Assessments 4)Globant...

VERBAL READING +1
INTERMEDIATE 15 min

Behavioral Questions

Comprehensive list of the most
common behavioral interview
questions

QUESTIONS PREPARATION
INTERMEDIATE 15 min



Better preparation. Stronger readiness.
Built around the assessment resources shown in the provided screenshot.



THIS IS HOW

CAREERS GET MANAGED.

From opportunity clarity to preparation,
every step can be structured with purpose.

01

CLARITY

Understand the role,
location and timeline.



02

COMMUNICATION

Keep the important
joining details clear.



03

PREPARATION

Use targeted assessment
and interview resources.



04

PROGRESS

Turn preparation into
career-ready momentum.



Your career. Professionally managed.

Book a free consultation with Prime Pathway.