



**Sharda University** invites application for **“Business Development Executive/ Assistant Manager”** positions at its following Regional Offices:

Sl. No.	Regional Office	No of Manpower	Experience	Position
1	Andhra Pradesh	1	1-2 Yrs	Business Development Executive
2	Tamil Nadu	1	2-4 Yrs	Business Development Executive/Assistant Manager
3	Lucknow/Eastern UP	1	1-2 Yrs	Business Development Executive
4	Nainital/Rudrapur	1	2-4 Yrs	Business Development Executive/Assistant Manager
5	Varanasi/Gorakhpur/Allahabad	1	2-4 Yrs	Business Development Executive/Assistant Manager
6	Gr. Noida	1	2-4 Yrs	Business Development Executive
7	Mizoram	1	2-4 Yrs	Business Development Executive/Assistant Manager
8	Jammu	1	1-2 Yrs	Business Development Executive
9	Himachal	1	1-2 Yrs	Business Development Executive
10	Sikkim	1	1-2 Yrs	Business Development Executive
11	Manipur	1	2-4 Yrs	Business Development Executive/Assistant Manager

Job Description:

Qualification: MBA in Marketing.

Responsibilities include:

- Visiting Schools regularly for doing School Connect Activities like Fixing and Arranging Presentations, New Year Calendar / Gift Distribution, Planning and Executing Teachers Award Function.
- Conduction of Parents Meet at Regional Office Location.
- Participate in Education Fair / Temporary Counselling Sessions or any such similar activity.
- Achievement of Admissions Targets assigned.
- Coordinating with Regional Office / at Campus as per Requirement.
- ATL / BTL Planning.

The Individual will be focused to achieve Monthly Targets and will be doing Daily Reporting with the Stakeholders. Male candidates shall be given preference.

Salary: Negotiable as per Eligibility and Experience.

Industry: Education / Retail.

Functional Area: Sales, Business Development, Marketing.

How to apply: Interested candidates can mail their updated resume on [regional.office@sharda.ac.in](mailto:regional.office@sharda.ac.in) & [hr@sharda.ac.in](mailto:hr@sharda.ac.in) clearly mentioning the position & location in the subject line.