

Job Description – Business Development Executive

As per the requirement audit the final recruitment release of **Money Capital Height Research Investment Advisers Pvt. Ltd.** is as under:

Department: Sales

Designation	No of Positions	Experience
Business Analyst	10	0 – 6 months with extensive practical knowledge in relevant field

Educational Qualification

- MBA (Marketing / Finance) / MBA Dual Specializations with Marketing or Finance as one subject.
- Graduates (Technical / Non – Technical) with good communication skills and flair to work on target based sales profile.

Work Timings: 09:00 A.M. – 06:30 P.M.

Joining: Immediate

Candidate Profile:

- Good Communication and Presentation Skills
- Command over English speaking and decent Hindi. (Other Languages welcome)
- Must be ready to work in a highly competent and target oriented ambience.
- Should be growth oriented and selfanalyzing.
- Should possess excellent convincing power and presentation skills.
- Highly efficient to work during long business hours.
- Excellent at Client handling and servicing
- Telephone Manners & Etiquette
- Knowledge of Financial Market is an added advantage
- Confident, honest and pleasing sales manners.

Job Profile:

- Customer identification.
- Client Acquisition, retention and renewal.
- Client followup
- Grievance Handling
- Lead generation
- Reporting on daily, weekly & monthly basis to the concerned TLs via CRM software.
- Manage Client Relationship
- Business development.
- Achieve Sales target.
- Highly performance oriented/ target oriented.

Detailed CTC Segregation

- **Business Analyst (Fresher/ Trainee)**

	Monthly	Yearly
Basic	10650	127800
KPI *	8000	96000
Performance Bonus *	2000	24000
Total	20650*	247800

Terms & Conditions

- First Month will be training period with Stipend of Rs. 6500/- where target will be 25000/-.
- Candidate has a target of 63000/-on monthly basis.
- Daily calling time should be of 3 hrs & 10 leads need to be generated per day.
- Criteria for KPI is 70% of Monthly perceptive target.
- Performance bonus based on performance and will be paid yearly.
- Rewards can be earned on basis of making one shot lamsun payments.
- Appraisal is based upon the performance of candidate and will be done after successful completion of six months or a year within the organization.
- There shall be a 5 days theoretical training for selected candidates and appointment letter shall be issued after the same.
- Selected candidates have to submit cheque as security.
- If the company terminates an employee due to performance or behavioral issues then the Company considered it as to be the violating the laws, then the company will not be liable to pay any stipend amount.
- Time to time incentives / Gifts are introduced by the Company on Daily, Weekly and Monthly basis.
- Mobiles phones are strictly prohibited during working hours.
- Formals are compulsory from Monday to Friday and on Saturday casuals will be allowed.
- The Candidates coming from out of Indore will be provided accommodation assistance. (Company will help the candidates to search for accommodation nearby our branches)