



Corporate Relationship Manager

Position Summary

Client relationship managers serve as liaisons between company and its clients, ensuring excellent customer service and client satisfaction. They are responsible for managing client relationships, developing proposals & reporting clients on project progress.

Roles & Responsibilities:

- First point of contact for all client communication
- Design & Develop proposal, presentations and project progress report
- Possess strong product and service knowledge and present it to the client
- Ensure that clients are satisfied with the company at all times and resolve any outstanding issues.
- Ensure repeated business from the existing client
- Conduct, coordinate & lead all the client meetings
- Manage pre-sales & post-sales client communications such as following-up, coordinating & keeping the client/prospect informed
- Perform Research to identify potential clients & preferably create a pipeline of potential clients
- Need to travel extensively on account of client meetings

Skills & Competencies

- Strong Business Presentation skills
- Excellent Report writing skills
- Strong client interfacing & negotiation skills
- Strong secondary research skills

Candidate Profile

We are looking for an individual with a go-getter attitude and a go-to personality. Someone who can drive the projects and keep the momentum on and at the same time is extremely understanding and approachable to both internal team and the client. Someone with the maturity to design balanced solutions understanding both organization's capabilities and clients requirements.

Qualification & Experience:

- Minimum Bachelor's Degree in Business. Preferably MBA.
- Minimum 2 Years' experience in Client Relationship Management, Marketing, Sales, Business Development or related domains

Salary

4.2 Lakh to 6Lakh

Please send your **one page** CV to: lewitt.somarajan2011@teachforindia.org.

Shortlisted candidates would be informed for further rounds of Interview.