



PR/109527 | * Marketing -Assistant Manager

Job Information

Recruiter

JAC Recruitment India

Job ID

1553378

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

July 29th, 2025 10:57

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Position Titles:

- Marketing Executive
- Engineer – Marketing
- Assistant Manager – Marketing

Department/Project: Marketing

Job Location: Aurangabad, Maharashtra

Key Responsibilities:

1. Lead generation through market mapping, industry research, and networking.
2. Build and maintain strong relationships with clients, consultants, and industry stakeholders.
3. Preparation and submission of prequalification documents, EOIs, and tender-related communications.

4. Coordinate with estimation, design, and execution teams for timely submission of proposals.
5. Coordinate with Government Authorities for land information, statutory approvals, etc.
6. Maintain and update CRM databases, client interaction logs, and MIS reports.
7. Follow-up on proposals, track decision timelines, and support in negotiation phases.
8. Assist in creating marketing materials and presentations for client meetings.
9. Attend industry exhibitions, conferences, and client meetings as required.
10. Provide regular reporting on market trends, competition, and business development updates.

Desired Candidate Profile:

1. Male / Female candidates
2. Proficiency in MS Office (Word, Excel, PowerPoint & Outlook), AutoCAD (basic understanding), and CRM/ERP software is advantageous.
3. Excellent communication and interpersonal skills (English, Marathi **must**, and Hindi)
4. Ability to multitask and prioritize tasks in a fast-paced environment
5. Strong attention to detail and organizational skills

Qualifications:

- **Essential:** Bachelor's Degree in Engineering – Civil / Mechanical / Electrical
- **Preferred:** Postgraduate qualification in Marketing / Business Administration (MBA) or PGDM in Sales & Marketing / Project Management

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: <https://www.jac-recruitment.in/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.in/terms-of-use>

Company Description