



PR/109972 | Officer - Business Development

Job Information

Recruiter[JAC Recruitment India](#)**Job ID**

1572232

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

February 24th, 2026 05:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Position: Officer - Business Development**Job Location:** Gurugram**Educational Requirements:** Any Graduation, Electrical Engineering (preferred)**Key Responsibilities:**

- Business development of infrastructure project
- Implementation of infrastructure project
- Preparation of minutes of meeting for the Project and an email/ letter for correspondence
- Daily communication (commercial and technical)
- Arrangement of the business Meeting

- Attendance of the business meeting
- Work at the office, business trip inside/outside India

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Company Description