



भारतीय प्रबंध संस्थान बेंगलूर
INDIAN INSTITUTE OF MANAGEMENT
BANGALORE

Indian Institute of Management Bangalore invites applications for the position of **Marketing Executive – Custom Programmes**. It is a full-time contractual position.

Role and Responsibilities:

- Creation of proposals, commercial estimates for prospective clients
- MIS and dashboards - creation, tracking, reporting
- Creation of content for impactful collaterals (case-studies, brochures, videos) in different formats
- Support as and when required, the research on best-in-class practices in executive education

Minimum Qualifications:

- MBA graduate with work experience of at least 6 months preferred
- Exposure to writing/proof-reading assignments desired
- Should be well-conversant with MS Office applications (Word, EXCEL, Power Point)

Qualitative Requirements:

- Should be very fluent in English; good to have exposure to Hindi, Kannada
- Should be comfortable in interacting with people over phone calls, emails, face-to-face

To apply, send a cover letter, CV and samples of work, with the names and contact details of three references, to hr@iimb.ernet.in or by post to Chief Human Resources Officer, Indian Institute of Management Bangalore, Bannerghatta Road, Bangalore – 560076. Contact: +91-80-26993279.

The closing date for applications is 25 September 2013.