Srinath University
अध्ययन • अनुशासन • अनुग्रहण

# JOB DESCRIPTION

Aakash

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| **Organization:** | **AAKASH INSTITUTE** |
| **Job Title:** | **Marketing Executive** |
| **CTC:** | **3.60LPA** |
| **Location:** | **Jamshedpur** |
| **Departments Eligibility:** | **Management** |
| **Course Eligibility** | **BBA,MBA** |
| **Student Gender Preference:** | **Any** |
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## General Job Description

- Handle data calling and follow up with positive leads and prospective customers.
- Respond to enquiries from parents and guardians regarding admissions.
- Conduct school visits and home visits to support the admission process.
- Counsel parents and students and guide them regarding admission opportunities.
- Make inbound and outbound calls to potential customers and follow up on leads.
- Understand the needs of parents and students and identify suitable admission opportunities.
- Participate in planning and implementing new marketing and admission strategies.
- Achieve assigned sales and admission targets.
- Maintain positive relationships with parents, guardians, and students.

## Preferred Skills

- Good verbal communication and interpersonal skills.
- Excellent convincing and counselling abilities.
- Strong follow-up and lead-conversion skills.
- Customer-focused and target-oriented approach.
- Ability to understand customer needs and provide appropriate guidance.
- Confident in handling inbound and outbound calls.
- Ability to work effectively as part of a team.
- Proactive attitude and willingness to learn.
- Comfortable with field visits and customer interactions.

| **Eligibility** |
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| **Management** |
| Specialization **BBA/ MBA in Marketing.** |
| Fresher |
| Technical skills, attention to detail, problem-solving, and communication skills. |
| Meeting minimum age requirements, typically 18 years old. |

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| **Job Reviewed by: Senior Director, Training & Placement** |
| **Job Approved by: Senior Director, Training & Placement** |
| **Job opportunity provided through: Training and Campus Placement Department** |

**DATE:-04.06.2026**