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✓ **Leasing & Sales**

Job Description	<ul style="list-style-type: none">• Monitoring / co-coordinating activities for Commercial Property Transactions.• Maintaining and building relationships with International Property Consultants, Brokers and Clients to understand their commercial office space and commercial retail requirements.• Networking & liaising with channel partners, IPC's and local consultants. Providing management with inputs on the developments at the market; directing and motivating subordinates to achieve the organisational objectives.• Reviewing documentation activities like drafting Lease Proposals, Lease Deeds, Leave & Licenses and Renewals.• Working on existing portfolio management CRM and operational support, identifying & implementing improvement areas for maximizing customer satisfaction levels, lease renewal & tenure expiry management, exit negotiations, and settlements.• Negotiation to reach possible conversions.
Desired candidate profile	<ul style="list-style-type: none">• Must have a demonstrated track-record of managing a team handling high-end commercial projects.• Ability to work under pressure and with targets.• Must have excellent communication, presentation and negotiationskills, a pleasant personality and an analytical blend of mind.• Must be a self-motivated team player who can get the best out ofhis team members.
Experience	Minimum 7-12 years in industry.
Industry Type	Commercial Leasing & Sales
Role	Managerial
Functional area	Leasing & Sales
Education	Graduation with fluency in English as well as local language (Preference); Post Graduation in Marketing Management / Retail Management
Compensation	Rs. 6 Lacs p.a. – Rs. 8 Lacs p.a.
Location	Kolkata



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