

## Vilas Javdekar Developers (VJ)

We strive to make the best homes in terms of user friendly design, aesthetic brilliance, robust engineering and sustainability.

We do this with all our Passion. For us, development is not just a business; it is what we love to do: *Creating long term value for everyone*

*We have the following openings.*

### Designation

### Marketing Executive

#### Job Description

- Handling marketing related production activities.
- Analyze and evaluate the effectiveness of all marketing and branding initiatives being taken.
- Meeting and arranging for various vendors for marketing related production activities, with lowest cost and best quality.
- Generate numerous quotation requests and samples for all assignments as required.
- Keeping a regular check and stock of all existing collaterals.
- Visiting sites as and when required.
- Visiting sites to check the quality of work done by the vendors.
- Prepare reports by collecting, analyzing, and summarizing data and trends.
- Maintaining and recording of all Marketing related expenses and approvals.
- Verifying the presence of hoarding creative's and other ATL/BTL activities in all areas.
- Inclination to know and get updates about various upcoming events which VJD can / should be a part of an upcoming events being organized by other developers.
- Coordinating with sales team for marketing and branding activities feedback.
- Coordination with different departments to execute the assigned tasks.
- Conduct Market Research to develop an understanding of the competition, opportunities and customers.

- Assistance in gathering required content from other departments, if any, for preparing marketing collaterals.
- Assistance in printing marketing collaterals in-house as and when needed.
- Attending all official meetings as advised.
- Attending/Being a part of all events & functions at VJD.
- Any additional task in relation to the particular line if expertise, as assigned during events.

**Experience**

3-5 Years

**Industry Type**

Advertising/Marketing/Events/Hospitality

**Education**

Any Graduation/Master's Degree  
S/W Knowledge will be an added advantage.

**Location**

Pune

**Positions**

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**Salary Offered**

No bar for right Candidate