

**Parcon India Pvt Ltd**  
(Full-Time Opening for Batch 2017-2020)

**Company: Parcon India Pvt Ltd**

Parcon India is looking for enthusiastic marketing executives who are willing to learn and take new challenges. This job will help the person to acquire the marketing skills and knowledge of the tea market, thus providing a solid base for growth in the industry.

**Location:** Kolkata/Siliguri/Guwahati (The candidate should be willing to re-locate in these cities)

**Position:** Management Trainee

**Department:** Marketing

**Key Purpose:** To understand and familiarise with the nuances of the overall Company's business and particularly the operations of the Marketing department. Should eventually be able to grow into an independent Marketeer and handle clients independently.

**Key Responsibilities:**

- Support the marketing team in daily administrative work by handling backend office.
- Marketing tea/catalogue and henceforth converting sales by developing business relations.
- Collation and Analysis of data with help of in-house ERP Software and MS Office.
- Acquiring tea tasting knowledge by assisting experienced tasters.
- Co-ordinate with various departments for completion of tasks.

**Required Skills:**

- Good Communication skills
- Good Interpersonal skills and ability to work in a team
- Proficiency with MS office
- Analytical skills

**CTC Offered:** Rs 3.4 Lpa

Interested students are requested to mail me your name, roll no at [jdbikolkata@gmail.com](mailto:jdbikolkata@gmail.com) by 10<sup>th</sup> January 2021 (Sunday).

Thank you,

Mangala Tamang  
Placement Department  
J.D.Birla Institute  
(Dept of Management)  
Date:06<sup>th</sup> January 2021