

Job Description	
Position	Advertisement Manager
Number of Position	One (English)
Location	Bengaluru
Qualification	Professional Degree in the relevant field. Experience 5 to 7 yrs
Job Profile	<ol style="list-style-type: none"> 1) Managing and Procuring advertisements 2) Advertisement Recovery and Follow-up 3) Managing advertising agencies. 4) Discussion (Personal, Telephonic, Emails, Letters etc.) with parties, e.g. Individuals, Companies, Governments, agents, agencies etc. 5) Follow up with existing agents and appointing new potential agents. 6) Personal visits to individuals, companies, Governments, agents, agencies etc. 7) To check the quality of the advertisement. 8) Daily/Weekly planning and report of activities to the Management (General Manager). 9) To achieve the targets set by the management from time to time. 10) Managing, Motivating and training the staff to develop the requisite skills in line with company goals.