

Position	Assistant – Realty Management Cell / Accounts
Essential Qualifications	Essential: Commerce Graduate / BBA
Experience	Essential: <ul style="list-style-type: none"> • 3-5 years' experience in the field of Accounts / Sales / Receivable management
Age	Up to 35 years
CTC	Rs.5.00 Lakhs (approx.)
Reporting relationship	DGM (Accounts) & Head - RMC
Engagement Type	The appointment is contractual with a period of 5(Five) years under Direct Payroll with the option of renewal
Job Roles and Responsibilities	<ul style="list-style-type: none"> • Data entry knowledge in ERP, Accounts entry & BRS • Knowledge in Word and Excel