

TELECOMMUNICATIONS CONSULTANTS INDIA LTD.
(A Govt. Of India Enterprise)
TCIL Bhawan, Greater Kailash – 1,
New Delhi - 110048

Telecommunications Consultants India Ltd. (TCIL) is fast growing multinational Public Sector Organization under the Ministry of Communications, Govt. of India. TCIL is operating globally to provide world-class technology and Indian expertise in all fields of Telecom, IT & Civil.

TCIL is inviting the applications from qualified and experienced persons for the post of **Deputy Manager (Marketing) (E2 cadre)** on regular basis:

No. of Posts	: 05 (One reserved for SC Candidate)
Scale	: Rs. 50000-160000/- (E2 – IDA) (CTC = 10.90 lakhs) plus other allowances like, Medical, LTC, Newspaper & Magazine and Conveyance Allowance etc. as admissible from time to time as per Company Rules.
Essential Qualification	: MBA (Marketing) or its equivalent (Regular) from a reputed University/Institute with 60% marks. Engineering Graduates will be given preference.
Age limit	: Maximum 35 years (One year age relaxation to internal candidates)

Experience :

For Candidates working in Govt./PSUs : The candidate should have minimum 3 years experience (One year for SC/ST candidate) in the area of Administration or sales and marketing, Effective written and verbal communication skills, Ability to work effectively within a team and independently, Experience using computers for a variety of tasks, Competency in Microsoft applications including Word, Excel, and Outlook, Good organization skills with related Digital marketing experience. Out of the total experience, minimum last two years (one year for SC/ST Candidate) working experience should be in the Pay Scale of IDA Rs. 40000-140000/- (IDA) or its equivalent to CDA.

Or

For Candidates working in Private Sector : The candidate should have minimum 3 years experience (One year for SC/ST Candidate) in the area of Administration or sales and marketing, Effective written and verbal communication skills, Ability to work effectively within a team and independently, Experience using computers for a variety of tasks, Competency in Microsoft applications including Word, Excel, and Outlook, Good organization skills with related Digital marketing experience. Out of the total experience, minimum last two years (One year for SC/ST candidate) working experience in the CTC of Rs. 6 Lakhs per annum in a good private Company.

Marketing Executive Responsibilities:

- Collaborating with the marketing manager, internal teams, clients and partners on marketing strategy.
- Helping identify marketing trends and key opportunities for innovation.

- Learning and working with various types of software for digital marketing.
- Working closely with sales and marketing department.
- Creating marketing materials such as white papers, case studies, and presentations.
- Maintaining a marketing database.
- Providing administrative support to the marketing and sales team.
- Preparing, formatting and editing a range of documents.
- Understanding company product and brand.
- General office duties.
- Creating and interpreting a variety of reports.
- Organizing market research.
- Analyzing questionnaires and other forms of feedback.
- Updating social media accounts.

Necessary Instructions : -

1. **The last date of receipt of the applications is 21.01.2019.**
2. Age relaxation in respect of SC/ST/OBC candidates as per Govt. of India guidelines.
3. Candidates working in Govt. organization/PSU shall apply through proper channel or shall submit the NOC at the time of interview/joining.
4. Name of the post applied for should invariably be mentioned on the top of the envelope containing the application form.
5. The post advertised is meant for different locations in India/Abroad.
6. Incomplete/unsigned applications and applications received after the last date of receipt of applications will not be entertained and the application form in the prescribed format without the self attested copies of all relevant certificates (Educational, Professional, Date of Birth & Experience) will liable to be rejected.
7. Interested candidates should send their applications in the prescribed format to **“The Group General Manager (HRD), Telecommunications Consultants India Ltd., TCIL Bhawan, Greater Kailash –I, New Delhi – 110048”** up to the last date of receipt of applications.