

# Joint Campus Placement Drive

September 18, 2018

<b>Name of Company</b>	<b>Just Dial</b>	
<b>Date of Drive</b>	24 <sup>th</sup> September 2018	
<b>Venue</b>	Amritsar College of Engineering & Technology, Amritsar	
<b>Reporting Time</b>	09.00 AM	
<b>Stream Eligible</b>	MBA/BBA/B.Com	
<b>Batch</b>	2018 Pass out / 2019 Passing Out	
<b>Eligibility</b>	60% in Current degree	
<b>Job Location</b>	Chandigarh & Entire Punjab	
<b>Designation</b>	Certified Internet Consultants (Filed Sales)	
<b>Package</b>	Rs. 2.73 LPA for Chandigarh	Rs. 2.59 LPA for Entire Punjab except Chandigarh
<b>Selection Process</b>	<ul style="list-style-type: none"> <li>• Group Discussion</li> <li>• Personal Interview</li> </ul>	
<b>Job Role</b>	<ul style="list-style-type: none"> <li>• Achieve lasting customer success and higher profitability</li> <li>• Leverage Justdial's strength in creating clients' campaign where he gets maximum benefit at most cost effective investments</li> <li>• Drive sales and increasing the number of client acquisition and thereby generating revenue for our organization</li> </ul>	
<b>Key Responsibility</b>	<ol style="list-style-type: none"> <li>1. Meet commercial establishments those are located within the area allocated to him / her and adhere to the following steps               <ol style="list-style-type: none"> <li>a. Present the business offering and explain benefits of the brand to the prospective clients.</li> <li>b. Provide a demo and explain the advantages and features of the services.</li> <li>c. Collect qualitative business information of the business enterprises he/she visits and also explain how the same would be represented to the users of Justdial.</li> <li>d. Explain the contract, its feature, tenure and all terms and conditions to customer in detail.</li> <li>e. Answer the queries raised by the customers.</li> <li>f. Persuade the business owners/managers to register with Justdial as paid customers, which would enhance their business.</li> <li>g. Upload geo-coded photos to update the profiles on the Justdial database.</li> </ol> </li> <li>2. Send Key Parameter Monitor (KPM) report to the reporting managers on a daily basis.</li> <li>3. Submit the contracts to the office with proper documentation.</li> <li>4. Ensure that the contract cheque is cleared and the account of the client is activated within Justdial.</li> <li>5. Adhere to the compliance and policies set by the department.</li> </ol>	
<b>Skills set</b>	<ol style="list-style-type: none"> <li>1. <b>Language Proficiency</b> - Fluent in English, Hindi or any other regional language</li> <li>2. <b>Communication Skill</b> - Good communication skill to explain the services of Justdial and also able to comprehend queries and doubts of clients; helping them to handle the clients</li> <li>3. <b>Other requirements</b> -           <ul style="list-style-type: none"> <li>• Ability to work under pressure</li> <li>• Ability to comprehend and follow instructions and directions</li> </ul> </li> </ol>	
<b>Mandatory Requirements</b>	<ul style="list-style-type: none"> <li>• Candidates should have their own I Pad (Apple) or should be ready to Samsung Tab A</li> <li>• The cost of the same will be reimbursed to the employees in monthly instalments (Rs/-1000).</li> </ul>	