**SharesVault Job Openings**

**JOB TITLE: SEO Executive**

**REPORTS TO: Sales Manager**

**DEPT: Sales Division**

**SUPERVISES:** none

JOB SUMMARY

Marketing person will be responsible for all offline – online marketing campaigns. Executive is also responsible for public relations, branding, advertising. In co ordination with Sales Team, executive need to bring leads for business and guide Sales team to close it.

##### REPORTING RELATIONSHIPS

Field Marketing executive report to Sales Manager

DUTIES & ESSENTIAL JOB FUNCTIONS

* Researching and evaluating companies’ needs and insights.
* Overall marketing strategy and execution of plans for the different offered services
* Road shows participation
* Public Relation activities
* SME events, Financing events participation
* Ensuring effective, branded marketing communications including the company website, print communication, and advertising.
* Analysis of the effectiveness of all marketing efforts.

##### QUALIFICATIONS

Minimum 2 years experience in Marketing field

##### REQUIRED

* Minimum 2 years experienced person with M.B.A. (Marketing)
* Fluent English communication
* Convincing power
* Good marketing skills

##### PREFERRED

Good knowledge of Finance domain is preferred