

## CURRENT JOB OPENINGS

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Sr. No.	Department	Min Exp.	No.Of Openings	Job Profile	Softwares Known
1	Junior Sales Executive	1 Yr.	1	Daily enquiry through walkin, mail, telephone etc. Should know floor plan, market study. Good communication skills and computer knowhow.	MS. Word/ Excel/ Outlook
2	Senior Sales Executive	2 Yrs.	1	Daily enquiry through walkin, mail, telephone etc. Should know floor plan, market study. Good communication skills and computer knowhow. Customer followup. Should handle customer transactions like receipts, aggrement registration etc.	MS. Word/ Excel/ Outlook/
3	Junior Engineer	1 Yr.	2	Slab and Column checking. Quantity evaluation for steel, cement etc. contractor bill checking. Work on labour basis	MS. Word/ Excel/ Outlook

### Notes:

1. Take prior appointment before coming for the interview
2. Carry all relevent documents like qualifications, certificates etc for the interview.
3. The Firm reserves all rights for the short listing and selection process.
4. Training shall be given for customised Softwares such as Builtup/ Stockup.

## PETHKAR PROJECTS

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