

# Client Relationship Manager



## About the Role:

This opportunity will give you the freedom to experiment with your skills. It will challenge you to be creative, Innovative, work in a non-formal set-up and be part of a self-driven work-culture. Additionally, you get the satisfaction of doing something tangible, meaningful and concrete for the society.

## Position Summary:

Client relationship managers serve as liaisons between company and its clients, ensuring excellent customer service and client satisfaction. They are responsible for managing client relationships, developing proposals & reporting clients on project progress.

## Roles & Responsibilities:

- First point of contact for all client communication
- Design & Develop proposal, presentations and project progress report
- Possess strong product and service knowledge.
- Ensure repeated business from the existing client
- Conduct, coordinate & lead all the post sales client meetings
- Manage post-sales client communications such as following-up, coordination & keeping the client/prospect informed
- Need to travel extensively on account of client meetings.

## Skills & Competencies

- Strong Business Presentation skills
- Excellent Communication & Report writing skills
- Strong client interfacing & negotiation skills
- Strong secondary research skills using social media platforms like LinkedIn, Twitter, Instagram, Facebook.

## Candidate Profile:

We are looking for an individual with a go-getter attitude and a go-to personality. Someone who can drive the projects and keep the momentum on and at the same time is extremely understanding and approachable to both internal team and the client. Someone with the maturity to design balanced solutions understanding both organization's capabilities and clients requirements.

## Qualification & Experience:

- Minimum Bachelor's Degree. Preferably MBA.
- Minimum 2 Years' experience in Client Relationship Management, Marketing, Sales, Business Development or related domain.

## Package:

- 4.8 to 6 LPA CTC based on experience, passion & appropriate skill sets.

**Location: Pune ; Opening: Immediate requirement**

**To apply contact: Aditya Ramachandran, email – [aditya@life-lab.org](mailto:aditya@life-lab.org)**

**To know more about the organization: [www.life-lab.org](http://www.life-lab.org)**