



PUNE

Offering a Lifestyle not a JOB!

Client Relationship Executive

0-2 Years of Experience

About Wiksate

Wiksate is a Pune based Education technology company founded in April 2013. Our flagship product Wiksate is a next generation Social Learning Platform that captures, analyses and credits informal and experiential learning of students/employees. Wiksate uses technology innovatively to facilitate engagement and collaboration between students/employees and build intelligent learning institutions/organizations.

We are a result driven company focused on delivering high quality results.

Are you looking for a change in your career? Are you a mother wanting to get back to work and seek flexible hours? This opportunity is for you.

Join an exciting start-up that will present you with the challenges of creating, retaining and growing clientele for a state-of-the-art *Social Learning platform* of the future.

Job Description:

As a Client Relationship Executive, you will serve as a liaison between the company and its clients, ensuring excellent customer service and client satisfaction.

Reporting to the Chief Marketing Officer, you will be accountable for establishing and maintaining “trusted relationship” with Clients.

Responsibilities:

1. Develop creative solutions for existing clients and pursue new clientele opportunities
2. Monitor and track Key Performance Indicators relating to clients’ use of the Wiksate platform
3. Suggest and implement plans and counter measures to increase uptake of the platform
4. Manage interns appointed from client sites to ensure tasks assigned to them are completed on time
5. Regular follow-up with clients (Travel to sites required)
6. Organizing and preparing for client meetings

7. Monitoring and analyzing key developments in client's business
8. Participate in testing activities of the product during release cycles (monthly once)
9. Collate feedback from the market and provide inputs towards future product roadmap

What do we want?

Required skills:

- Excellent Communication and relationship building skills
- Excellent People person
- Excellent understanding of the product
- Good Research capabilities to identify new potential clients
- Excellent Presentation skills
- Good Time management skills

What is on offer?

- An exciting journey with a start-up
- Plenty of challenges and opportunities to learn and grow
- Flexible hours

Interested. What next?

Send your CV to hr@wiksate.com.

Come Join the Movement!