

JD: Ecommerce & D2C Marketing & Coordination Executive

Role Description

This is a full-time role for an Ecommerce & D2C Marketing & Coordination Executive located in New Delhi. The role requires managing listings and sales on Ecommerce platforms viz. Amazon, Flipkart, Blinkit, Zepto, D2C WooCommerce; designing and executing WhatsApp, social media, search engine, and email marketing campaigns for sales promotion and lead generation; prospecting customers through outbound tele-calling and follow up on quotations, orders, and payments; coordinating with internal teams to ensure timely order fulfillment; preparing reports, maintaining customer accounts, track inventory, and meeting sales targets; beside day-to-day coordination of online sales activities, executing e-commerce strategies, handling customer service inquiries, and supporting sales efforts. The executive will develop and implement marketing campaigns, analyze sales data, and ensure the smooth operation of online sales platforms.

Preference

Candidates working in a company already doing E-commerce / D2C, knowledge of digital/social media marketing of Meta and Google, experience of online sales platforms, knowledge of SEO and digital marketing, and experience in implementing and managing CRM.

Qualifications:

- Graduate (or higher) degree (preferably in Marketing, Business Administration, or related fields).
- Maximum 5 years of relevant experience.

If you are a highly motivated and results-oriented individual with a passion, we would love to hear from you at contact@pmspl.net.in

SCREENING QUESTIONS

- Do you have experience of managing listings and sales on Ecommerce platforms viz. Amazon, Flipkart, Blinkit, Zepto? Yes/No
- Do you have experience of D2C WooCommerce? Yes / No
- Do you have experience of digital/social media marketing of Meta and Google? Yes / No
- Do you have experience of managing CRM? Yes / No