

Role Summary

Role title	Manager - Operations
Location	Jaipur
Applicant	Female & Male
Experience Required	1-2 years of relevant experience

We are especially welcoming applications from women (cis/trans).

Role Objective

About Organisation

The Organisation is a dynamic consulting firm specializing in providing strategic support and innovative solutions to businesses across diverse sectors. We are committed to empowering organizations and individuals with tailored services that drive growth and operational efficiency.

Position Overview

We are seeking a highly motivated, enthusiastic, and experienced professional to join our team as a Manager for our Jaipur Operations. If you're passionate about business development, managing operations, and being part of an impactful organization.

Role Description – Key Responsibilities

- Oversee day-to-day operations and manage the team at our Jaipur location
- Drive business development efforts to expand client base and explore new market opportunities
- Collaborate with senior leadership to align operational strategies with company goals
- Ensure operational efficiency, optimize workflows, and maintain high standards of service delivery
- Provide regular reports on operational performance and suggest improvements
- Manage client relationships and ensure high levels of customer satisfaction
- Lead, train, and mentor staff, fostering a collaborative and productive work environment

Why Join Organisation?

- Be part of an innovative and growing organization
- Opportunity for career growth and professional development
- Inclusive work culture with a focus on diversity and empowerment

Required Skills & Qualifications

- Proven experience in business development, operations management, or similar roles
- Strong leadership and team management skills
- Excellent problem-solving and decision-making abilities
- Strong communication and interpersonal skills
- A proactive, self-driven attitude with a passion for achieving excellence
- Familiarity with business analytics and performance metrics
- Ability to work well under pressure and manage multiple tasks simultaneously
- Bachelor's degree in Business Administration or related field; additional certifications are a plus

Interested candidates can share their updated cv on contact@pmspl.net.in mentioning the name of the position in the subject line.