



**INDIAN INSTITUTE OF MANAGEMENT
AHMEDABAD**

Requires

Manager – Client Relationships, Executive Education

Executive Education Programme Office of IIM Ahmedabad plays a vital role in providing a world class learning experience to working professionals. The office strategically aims at building & nurturing relationships and credibility with key stakeholders in organizations across the private, public and the government sectors. Each Executive Education programme is designed to address the distinct needs of specific executives and at various points in their career, helping them up-skill and progress. This is a unique, creative opportunity for the right candidate to promote relevant and interesting programs among the management community, to gain valuable experience of the corporate and organized sectors, and of the Executive Education business in India.

The Executive Education Office requires an ambitious and energetic individual, who has ability to contribute to the outreach and growth of the Executive Education portfolio and create a sustainable client network.

The Manager – Client Relationships, Executive Education Programme Office will report to Chief Operating Officer – Executive Education.

Key Responsibilities:

- Identifying B2B opportunities, create connections especially with L&D leaders and convert leads into long-term clients for the Executive Education Programme Office.
- Managing and building relationships and partnerships with the existing clientele list of Executive Education Programme Office.
- Ensuring enrolment and nomination of participants from the corporates in more than 100 annual executive education programmes.
- Maintaining the IIMA's Brand Image and focus across all interactions and retain a continual sense of the competitive landscape.
- Efficient and responsive communication with programme faculty and the clients.
- Creating effective outreach: Conducting events and information seminars/webinars for potential client connect.

Job Description:

- Create identify new business opportunities - including new markets, growth areas.
- Work with internal team to identify and covert opportunities for cross and up selling.
- Interact with faculty to understand their programme ideas and communication approaches.

Essential Qualifications, Experience & Skill Requirements:

- Proficient in written, verbal communication as well as comprehension.
- Proficient in MS Office and other productivity tools. Knowledge of digital marketing tools will be an advantage.
- MBA/PGDM (full time) in general management/marketing/advertising from a reputed Institute.
- Minimum 5 years of experience in a business development role in the B2B domain. It is desirable if the experience is in the executive education related industry or in solution selling or advisory firms.
- The candidate should have strong communication and relationship building skills, leadership potential, agility and enthusiasm. Candidate should have demonstrated capability of being a team player and resourceful in managing challenges.

Age: Maximum 40 years as on last date of Application. The institute provides age relaxation as per GOI rules. Additional 5 years' age relaxation is given to women candidates.

Salary & Allowances: Selected candidate will be offered the appointment on Tenure Based Scaled Contract for fixed-term of three years, which may be extended for further period as required. **Salary will not be a constraint for the deserving candidate and will be commensurate with the candidate's profile and experience.**

Interested candidates are advised to **APPLY ONLINE ONLY** latest by **July 13, 2022**.

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