

**MENSTRUPEDIA IS
LOOKING FOR
COMMUNICATIONS
MANAGER**



Job location: Ahmedabad Office

SEND YOUR RESUME TO :

Jobs@menstrupedia.com

91- 9737436576

Menstrupedia is looking for a Communications Manager based in Ahmedabad

Job type: Full time

Salary: ₹3.6 Lakhs - ₹4.8 Lakhs a year (based on experience and expertise)

Job Location: Harvy Complex, Gurukul, Ahmedabad

Mail us your CV at: jobs@menstrupedia.com

YOUR RESPONSIBILITIES MENSTRUPEDIA:

- You'll be the point of contact for customer queries and delegate work to the communication executive team.
- You'll track metrics and measure the impact of various customer support activities.
- You'll be the point of contact for our national and international partners.

You'll overlook Menstrupedia's public communications over (web).

MUST-HAVE SKILLS

- You are proficient in written and fluent in verbal communication in English and Hindi.
 - You can handle client communications, gather their requirements, and can ensure that their requirements are being met.
 - You are excellent at managing projects and teams.
 - You are excellent with resource management and getting work done.
 - You are proficient with Microsoft Excel or Google spreadsheet.
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DESIRABLE:

- You have at least 6 months of professional experience in marketing or sales or client communication.
 - You have at least 6 months of professional experience in managing a team.
 - You have a basic understanding of graphic design.
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ABOUT MENSTRUPEDIA:

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