

	<b>PROFORMA NR.:</b>	<b>TPO20110916004</b>
<b>1</b>	Requirement Received Date:	16-09-2011
<b>2</b>	Requirement Received By:	Mahtab Singaporewalla(Head TPO)(9823120771)
<b>3</b>	Mode of Receival:	
	<b>a</b> - Personal Contact	Yes
	<b>b</b> - Phone	-
	<b>c</b> - Email	Yes
	<b>d</b> - Media (TV, Radio, Newspaper, Website, Job Portal, etc.)	-
	<b>e</b> - Post	-
	<b>f</b> - Job Fair	-
	<b>g</b> - Others	-
<b>4</b>	Received at Location/Office:	TPO office
<b>5</b>	TPO Contact Point:	Mahtab Singaporewalla(Head TPO)(9823120771)
<b>6</b>	Received From:	
	<b>a</b> - Company/Institute	KHANDELWAL PROPERTIES
	<b>b</b> - Recruitment Agency	-
	<b>c</b> - Campus	-
	<b>d</b> - Student	-
<b>7</b>	Received From Contact Details:	Prabha Shetty(HR KHANDELWAL PROPERTIES ,)(9372434632)
<b>8</b>	Job Opening at Company/Institute Name:	ALPABACHAT BHAVAN ,UNIT OF KHANDELWAL PROPERTIES
<b>9</b>	Company Profile:	WE ARE INTO CHAIN OF THREE STAR HOTELS, FACILITY COMPANY [CATERING AND HOUSEKEEPING] FOOD PLAZA IN DAUND AND SHOLAPUR
<b>10</b>	Campus Institutes/Personnel to be contacted for this Role:	MBA Mktg
<b>11</b>	Job Role:	Assistant Sales Executive/Manager
<b>12</b>	Job Domain:	Sales & Mktg
<b>13</b>	Temporary/Permanent/Project Basis/Internship/etc.:	PERMANENT
<b>14</b>	Nr. of Vacancies:	2
<b>15</b>	Reporting To:	General Manager
<b>16</b>	Role/Profile Details:	Field Work
<b>17</b>	Job Location:	KHANDELWAL PROPERTIES , 6 A, RAMABAI AMBEDKAR ROAD,NEAR SOHRAB HALL, BEHIND PUNE STATION , PUNE -1.
<b>18</b>	Placement Structure:	
	<b>a</b> - On Contract	-
	<b>b</b> - On Company Role	YES

	<b>c</b>	- On Company's Partner's Role	-
	<b>d</b>	- Freelance	-
<b>19</b>		Required Educational Qualifications:	MBA Mktg
<b>20</b>		Required Professional Qualifications:	-
<b>21</b>		Any Technical Certifications:	=
<b>22</b>		Any Language Requirements:	ENGLISH, HINDI, MARATHI
<b>23</b>		Any Gender Requirements:	-
<b>24</b>		Any Other Special/Preferred Requirements:	-
<b>25</b>		Any Age Range/Limit:	-
<b>26</b>		On-the-job Travel? (Y/N):	YES
	<b>a</b>	If "Y", Nr. of Days Per Month	MONDAY TO SATURDAY
<b>27</b>		Salary Range:	15k to 20k p m
<b>28</b>		Incentive/Perk Details:	
<b>29</b>		Deadline Date for CV Dispersal:	19-09-2011
<b>30</b>		Candidate Selection Mode/Procedure:	
	<b>a</b>	- Outright (Y/N)	-
	<b>b</b>	- On Recommendation (Y/N)	-
	<b>c</b>	- Aptitude Test (Y/N)	-
	<b>d</b>	- Technical Test (Y/N)	YES
	<b>e</b>	- Entrance Test (Y/N)	-
	<b>f</b>	- Group Discussion (Y/N)	-
	<b>g</b>	- Presentation (Y/N)	-
	<b>h</b>	- Personal Interview (Y/N)	YES
	<b>i</b>	- Telephonic Interview (Y/N)	-
	<b>j</b>	- Video Conferencing (Y/N)	-
<b>31</b>		Any Special Points for Selection Procedure:	-
<b>32</b>		Selection Date:	
<b>33</b>		Selection Time:	
<b>34</b>		Venue Details of Selection Procedure:	Alpa Bachat Bhawan, Queen Road Near to Residency Club Pune
<b>35</b>		Contact Details of Selection-in-Charge:	Prabha Shetty(HR KHANDELWAL PROPERTIES ,)(9372434632)
<b>36</b>		Any Special Requirements for Selection Venue:	
<b>37</b>		Tentative Targetted Joining Date:	Immediate
<b>38</b>		Placement Closure Date:	21-09-2011