

Job Description

Company	Ashar Venture
Position Title	CRM Executive
Department	CRM
Openings	1
Location	Thane

About Ashar

“You don’t just build a development; you build a reputation.” – Ajay Ashar, CMD, Ashar Group

Since its inception in 2001, Ashar Group has believed that there is only one mantra for success: execution and quality. This principle, when combined with uncompromising values, customer-centric attitude, robust engineering, and transparency in business operations, has placed Ashar among the most preferred real estate brands in both residential and commercial segments.

We have successfully delivered over 4 million sqft. of real estate across various verticals including residential, commercial, educational, IT parks and infrastructure developments. Ashar Group currently has over 2.45 million sqft. under development across the Mumbai Metropolitan region (MMR) in Bandra, Thane, Mulund and Nasik along with upcoming projects that include a township project in Dombivali, a super-luxurious bungalow scheme at Lonavala and a few more projects in Pali Hill, Ghatkopar, Thane and Khardi among others.

About the Team

As we aim to take on new initiatives and grow 10x -- it is imperative to remember our roots, reflect on the past, drive forward with purpose and serve our customers with excellence. In doing so, we believe that human capital is our biggest asset and we want to invest in a strong sales team that can match our ambitions and build on the existing organizational capabilities.

Key Responsibilities

- Act as single point of contact for a customer from signing the booking form to facilitating possession of the apartment.
- Continuously monitor collections and follow up for payments from customers every month as per the agreement.
- Attend to customer queries and resolve and/or escalate issues to ensure customer satisfaction Coordinate with clients and facilitate for stamp duty and registration process of the agreement.
- Prepare MIS Reports on weekly/monthly basis showing collections, outstanding payment, bookings done etc.
- Handling face to face enquiries from the customers
- Providing help and advice to customers using the organization's services.

Job Requirements

- Experience of 2 to 5 years into Customer Servicing in the Real Estate industry is a must.
- Excellent written and verbal communication
- End to end transaction management
- Excellent communication skills
- Ability to work under pressure.
- Ability to solve problems.
- Relevant Real Estate experience
- Good organizational, coordination and planning skills.
- Self-motivation and ability to be a team player.

If interested kindly apply or Mail us at samidha.khare@ashar.in (+912267751111)

Why Ashar?

- Ability to grow and build expertise in a company committed to showcasing results and driving innovation.
- Opportunity to learn from, interact with and influence decision made by senior management and key industry professionals.
- Tremendous exposure in tasks from township projects to ultra-premium properties in a diverse geography
- Intellectual stimulation by constantly dealing with different challenges where no one day is the same.
- Competitive compensation
- Meritocratic environment