

Job Description UKIBC-Gurgaon

Role/ Designation	Assistant Manager / Manager
Department	Management Consulting
Reporting to	Associate Director
Candidate profile & experience	<ul style="list-style-type: none"> • 4-8 years' experience in a market research and consulting environment either in industry or in a consulting organisation. • Experience of supporting international companies with market exploration, partners selection, devising India entry strategy and its implementation. • An understanding of fundamental laws, regulations, regulatory bodies, market access challenges and ease of doing business across the sectors in India. • Adept in primary and secondary research methods, data triangulation techniques, and excellent with strategic analysis frameworks such as SWOT, PESTLE, Porter's Five Forces, SMART, Ansoff Matrix etc. • Good PowerPoint and Word report-writing skills. Excellent communication skills and confident in carrying out independent discussions with internal and external stakeholders (including businesses, government, and vendors). • A self-starter, team player with an ability to meet ambitious KPIs and manage multiple stakeholders with good project management skills. • A commitment to providing UK and Indian firms with high quality advisory / consulting support.
Key Responsibilities	<ul style="list-style-type: none"> • Work in a direct supervision of Associate Director and as per project requirements front-end in/lead client engagements and manage operational expectations. • Deliver a range of high value consulting and research services across sectors and across organisational verticals/departments (including Management Consulting, Programmes, Advocacy and Membership). • Take ownership of end deliverables' quality and project timelines, thereby ensuring right quality checks in place and ensuring effective project management. • Help the commercial team in pre-sales discussions, proposals writing and maintaining a good relationship with existing clients with an aim of securing a repeat business.
Education & Qualifications	<ul style="list-style-type: none"> • Engineering degree holder with relevant industry / consulting experience. • An additional Post graduate qualification in Management is preferable (but not essential).
Location	Gurgaon, with an occasional travel to NCR and other cities as per the requirement