



Rupayan Group

Sr. Executive/ Assistant Manager - Sales

Application Deadline : 13 May 2026

Matching Percentage PRO

Low Medium High

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Summary

Vacancy: 10	Age: 26 to 35 years	Location: Dhaka (Uttara Sector 12)
Salary: Tk. 32000 - 60000 (Monthly)	Experience: At least 5 years	Published: 15 Apr 2026

PRO Application Insights View ▾

Requirements

Education

- Master of Business Administration (MBA) in Marketing
- Bachelor of Business Administration (BBA) in Marketing

Experience

- At least 5 years
- The applicants should have experience in the following business area(s): Real Estate

Additional Requirements

- Age 26 to 35 years
- Only Male

Responsibilities & Context

- Searching prospects and generating leads.
- Contacting potential and existing customers over the phone, by email, and in person.
- Hitting monthly targets, build and maintain a relationship with clients and prospects.
- Response customer`s questions, inquiries and complaints.
- Collect and analyze data and prepare sales report.
- Managing the sales process through specific software program.
- Build and maintain a CRM database along with professional networks.
- Identify potential market/ clients along with new sales opportunity.
- Monitor existing competitors` activities and compete accordingly.
- Periodical Report Generation and Presentation.
- Any other job assigned by Supervisor/Management related to role.

Skills & Expertise

- Customer Relationship Management
- flat sales
- lead generation
- Real Estate Sales and Marketing
- Sales Reporting
- sales strategy
- Selling Apartments and Commercial Space

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- Customer Relationship Management
- lead generation
- Sales Reporting
- sales strategy

Compensation & Other Benefits

- T/A, Mobile bill, Performance bonus, Provident fund
- Lunch Facilities: Partially Subsidize
- Salary Review: Yearly
- Festival Bonus: 2

Workplace

Work at office

Employment Status

Full Time

Gender

Only males are allowed to apply.

Job Location

Dhaka (Uttara Sector 12)

Company Information

Rupayan Group

Address:

Rupayan Centre (Level-21), 72 Mohkhali C/A, Dhaka-1212.

Business:

Founded in 1988, RUPAYAN Group currently ranks as one of the leading emergent multi-dimensional national conglomerates in Bangladesh comprising 29 SBUs, employing around 1100 people. We engage ourselves in Billboard Design, Drawing & Advertising, Real Estate & Construction, Land Development, Trading, Design & Interior Services, Furniture, Fabrics, Bank, Telecom (IGW, IIG, ICX), Welfare Trust, Port & Logistics Services, Freight forwarding (Sea), Dredging, CNG & Fuel Station, Hotel & Resorts, Education, Rental Services & Consultancy, Retail Chain Store, LPG, TV Channel, and other diversified business. Our aim is to create a center of excellence by recruiting and facilitating the competent people available. In search of excellence we seek application from the right people to be a part of Rupayan family.

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