

1. Position : Counter Sales Executive

Qualification : 12 th pass or Graduate with Experience into Jewellery Selling

Job Description:

- Experienced in sales and Display of jewellery
- Over all exposure in jewellery and retail experience .
- Sales techniques & promotions
- Efficient maintaining customer relationship . Knowledge of sales
- Listening to customer requirements and presenting appropriately to make a sale .
- Taking care of inventory & arrange stock for customized customer
- Reporting all the activities to our store manager
- Relationship building Presenting the product or service in a structured professional way face to face
- Inventory / stock maintain
- Follow ups for delivery schedule

Compensation: Best in the Industry

Experience: 2 – 3 years

Location & Vacancies: Mumbai & 6 vacancy

Personal Attributes & Skill Areas :

- Excellent communication
- Smart & hard working
- Time management
- Pleasing personality

Desired Candidate Profile:

Experienced, confident & result oriented candidates fitting in the above parameters may respond at email id: careers@rsbl.co.in

1. Position :- Accounts Executive

Qualification : Graduate with minimum One year Experience

Job Description:

- Making Sales bills , Purchase bills
- Credit note , Debit note
- Making Challans
- Book Keeping & Ledger Maintenance
- Daily posting of Invoices & bank entries updation
- Monthly Bank Reconciliation
- Assisting in finalization of Debtors & Creditors, Prepaid & Provisions.
- In routine maintaining Books of Accounts, look after Bank Affairs, Administration of office.
- Preparation of Sales Invoices.

Compensation: Best in the Industry

Experience: 2-4 years

Location & Vacancies: Mumbai & 2 vacancy

Personal Attributes & Skill Areas :

- Smart & hard working
- Time management

Desired Candidate Profile:

Experienced, confident & result oriented candidates fitting in the above parameters may respond at email id: careers@rsbl.co.in