

Internship Notice

Heramba Chandra College

Date : 04/12/24

Position : Relationship Manager at Chroonix Investment

3 months internship with Stipend

Job Description: Relationship Manager (Intern)

Location: Kolkata

Company: Chroonix Investment

Duration: 3 Months (Full-Time, with potential for permanent placement)

Stipend: INR 3,000 per month

About Us:

Chroonix Investment is a dynamic financial management firm dedicated to empowering individuals and businesses with innovative investment and financial planning solutions. Our goal is to help clients achieve financial success and stability through expert guidance and personalized strategies.

Role Overview:

As a Relationship Manager (Intern) at Chroonix Investment, you will play a critical role in building and maintaining strong client relationships, identifying growth opportunities, and contributing to our business development initiatives. This internship offers a pathway to a permanent role for top-performing candidates.

Key Responsibilities:

- Client Engagement: Actively engage with prospective clients to understand their financial needs and introduce our services.
- Relationship Building: Establish and nurture long-term relationships with clients to ensure satisfaction and trust.
- Sales and Follow-ups: Generate leads, follow up on prospects, and convert them into long-term clients.
- Market Analysis: Conduct market research to identify trends, opportunities, and client needs in the financial sector.
- Documentation Support: Assist in preparing contracts, sales presentations, and client documentation.
- CRM Management: Maintain and update client information in our database, ensuring accurate records.
- Collaboration: Work closely with senior managers and the sales team to execute strategies and achieve goals.

Qualifications & Skills:

- Currently pursuing or recently completed a degree in Business Administration, Finance, Marketing, or a related field.
- Strong communication and interpersonal skills with a customer-centric approach.
- Ability to multitask and manage time effectively in a fast-paced environment.
- Proficiency in MS Office (Word, Excel, PowerPoint); knowledge of CRM tools is an advantage.
- Basic understanding of financial services and investment products is a plus.
- A proactive, goal-oriented, and eager-to-learn attitude.

What We Offer:

- A hands-on learning experience in the financial management sector.
- Opportunity to transition into a permanent role for outstanding performers.
- Mentorship from seasoned professionals in the investment field.
- Networking opportunities with clients and industry leaders.
- Certificate of Internship upon successful completion.

How to Apply:

"Relationship Manager Intern Application -

accepted until 15th December 2024.

We are excited to welcome passionate and driven individuals to the Chronix Investment team!

<https://forms.gle/EzyL8MgZKmaUh3cZ8>