

# Job Description



Position - Assistant Manager / Manager

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Business Vertical - Research & Consulting

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Exp – 3 to 4 years

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Location – Hyderabad

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CTC: 9 to 10.5 LPA

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## Duties & responsibilities

- The candidate must be able to gather and synthesize data through primary and secondary research methods, market sources, published resources and a network of informed industry sources to provide clear and legible research and forecasts on topics.
- Good formal writing skills are very important for reports, articles, blogs, etc. for internal as well as external (media) publications.
- The position will work with various business leaders to provide insights on the market, for strategy and forecasts.
- A good candidate will be expected to go out and speak to various developers, investors, etc. are key part of the work profile. Good presentation skills are an added advantage for this role.
- The position will work with business leaders to provide high quality research and insights helping Savills brand to expand.

## A Summary:

- Creating, maintaining, and updating database
  - Writing of white papers, articles, periodic reports on real estate market, trends, and policy changes
  - Communicates with internal and external managers, brokers, clients, and partners to obtain, provide, and maintain real estate information.
  - Understanding information on prices, yields, stability, and future trends in the real estate sector for clients.
  - Presenting research findings to internal and external clients in meetings.
  - Support leadership team with insights about the market and bespoke presentations.
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- Collaborate/support relevant stakeholders to identify new content needs and opportunities.

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## Key skills

### Hard skills

- Proficient in Excel, Word and PPT (additional skills will be welcome but not critical at this stage)
- Financial analysis and modelling
- Flair for writing reports, white paper, press notes, impact notes on policy reforms/announcements

### Soft skills

- Market orientation
- Strong interpersonal skills (profile involves frequent inter-departmental coordination and collaboration)
- Stakeholder management
- Team management

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## Candidate Qualification:

- Experience in market research, report writing and analysis.
- Forecasting skills will be advantageous.
- Graduate/post-graduate in Business Management, Economics, Finance, Urban Planning; or an experienced analyst covering the real estate / infrastructure / equity research.
- Good interpersonal and written communication skills; ability to work quickly and cogently with minimal supervision and to integrate quantitative and qualitative analyses

**Interested Applicants may write to [Apoorva.r@savills.in](mailto:Apoorva.r@savills.in), with the subject line "Application source – IBSAF.**

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