

Position Title:	Manager – Investor Relations (Preferably Female)
Function:	Investor Relations
Grade:	M 1/M 2
Location:	CSO
Experience(Absolute i.e. Must have) :	4-5 yrs of total experience with 1-2 yrs of relevant IR experience
Qualification (Absolute i.e. Must have):	MBA-Finance
Competencies:	Strong presentation, communication and interpersonal skills Understanding of Finance
Description:	<ul style="list-style-type: none"> • Support back end of the IR function viz travel logistics, meeting set up, data base management etc. • Make regular IR reports viz shareholding pattern, share price & volume etc. • Work on Investor Presentation and other presentations. • Initial work on the press release, earnings call and the data collection • Continuous monitoring of the IR section of the website to ensure it is updated. • Support the IR function.
Contact:	<p>Interested Candidates can send resumes to Mr Arunima Madan, <u>arunima.madan@pnbhousing.com</u></p> <p>Mobile: 7042520663 Toll Free: 1800 120 8800 Website- <u>www.pnbhousing.com</u></p>