**Job description for Sales analyst and ERP Executive**

**Responsibilities:**

* Data entry on ERP
* Updating stocks
* Report generating related to sales
* Inventory checkup
* Issue production plan through ERP
* Check on daily production according to given plan
* Assist and follow all instructions given by sales Head

**Requirements**

* Bachelor’s degree or equivalent
* 1+ years’ Experience
* Excellent numerical and analytical skills.
* Good negotiation and communication skills.
* Ability to work individually or in a team environment.
* Action oriented with the ability to consistently deliver results.
* **Salary Package**
* Rs. 30k-40k/month
* 1 annual bonus
* Health Insurance
* Company SIM