**JOB OPENING – REQUISITION FORM09.12.2018**

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| **Sr. No.** | **Heads** | **Details** |
| 1. | Name of Employer | Offing Group Private Limited |
| 2. | Nature of Business | www.offing.biz |
| 3. | Postal Address | Office No.311, 3rd Floor, Banarasi Heritage, Behind Inorbit Mall,Mind Space, Malad West,Mumbai-400 064, India. |
| 4. | Tele., E-mail & Website | [ar@offing.biz](mailto:ar@offing.biz)  [www.offing.biz](http://www.offing.biz) |
| 5. | Contact person’s name, designation, Tele. No. & e-mail | **Capt.Anupam Raizada**  +91-9833090019  [ar@offing.biz](mailto:ar@offing.biz) |
| 6. | Vacancy description : | |
| .1 Position including nature of work | HR Executive ,  Recruitment specialist for Shore Jobs in Maritime ,Logistics , Oil & gas Industry |
| .2 Number of vacancies | Two |
| .3 Approx. monthly compensation & other benefits | INR 5000 ~INR 20000 per month, depending on experience + Incentives |
| .4 Location of Employment | Mumbai,Malad (W) |
| .5 Any other details | Young and Dynamic Organization  Looking for result oriented and SMART WORKING candidates  Prefer candidates who have MBA or BBA in HR |

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