

Ranger Advertisers

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Manager (Operations)

Description

Company: Elite Property Services Ltd.

Location: Banani, Dhaka

Salary: BDT 50,000 – 70,000 + Bonus

Deadline: June 25, 2025

Job Description:

We are hiring an experienced **Operations Manager** to oversee daily activities and improve operational efficiency. The ideal candidate will have leadership qualities and a problem-solving mindset.

Responsibilities:

- Supervise staff and ensure productivity
- Coordinate between departments to ensure smooth workflow
- Track KPIs and prepare operational reports
- Handle client communications and service quality
- Solve problems and improve internal processes

Requirements:

- Bachelor's/Master's degree in Business Administration or relevant field
- Minimum 3 years of experience in a managerial role
- Strong communication, leadership, and decision-making skills
- Familiarity with project management tools and CRMs

How to Apply:

Email your resume to: **rangeradvertisers@gmail.com**

Employment Type

Full-time

Job Location

Banani, Dhaka

Date posted

2025-05-27