

Career Opportunity: Management Trainee Officer (US Real Estate Operations)

Location: Road #27, Mohakhali DOHS, Dhaka

Shift: Night Shift (7:00 PM – 4:00 AM)

Weekends: Saturday & Sunday

Renovo IT is looking for ambitious, high-energy individuals to join our team as Management Trainee Officers (MTO). This role is specifically designed for those who excel in high-level communication and are ready to manage operations in the competitive US Real Estate market.

Key Responsibilities

- * Client & Vendor Liaison: Act as the primary point of contact for US-based clients and vendors to handle coordination and follow-ups.
- * Operational Leadership: Support daily operations and learn to navigate international business communication and workflows.
- * Performance Excellence: Drive results through effective communication and meticulous task management.

Who Can Apply

- * Educational Background: Fresh graduates or students in their final semester (only internship remaining).
- * Language Proficiency: Excellent English communication skills (both spoken and written) are mandatory.
- * Preferred Background: Candidates from an English Medium background will receive priority.
- * Experience Bonus: Previous Telemarketing experience in English is considered a significant plus.
- * Shift Flexibility: Must be fully comfortable working the night shift (7:00 PM – 4:00 AM).

Compensation & Facilities

- * Starting Salary: BDT 20,000 – BDT 35,000 (based on skills and performance).
- * Bonuses: Performance-based KPI and Target bonuses.
- * Transportation: Professional Drop-off service provided after the shift.
- * Meals: Dinner, coffee, and tea are provided at the office.

* Career Path: This role offers a clear path for growth within the company's management structure.

 How to Apply

If you are confident in your ability to communicate with international clients, send your CV to:

hr@renovoit.com

Subject: Application for MTO - [Your Name]

 Important Notice: Please do not apply if you are not confident communicating in English. This role strictly requires excellent verbal and written communication skills.

 **RENOVO**

WE ARE
HIRING

MTO (Client & Vendor manager) 

Send Your Resume To Us
hr@renovoit.com