

Only for  
IGNOU students and alumni

# Business Development Executive

Praxis Communications

Date : 27-01-2026

Time : 10:00 AM

Venue: B. R. Ambedkar Convention Centre  
IGNOU Campus, Maidan Garhi, New Delhi-110068

## About Roles

- Draw Sales Strategies
- Market research
- Client Acquisition and retention
- Service Knowledge of Praxis Communications
- Collaboration with Cross-Functional Teams
- Negotiations and deal closures
- Closing deals

## Skills: Skills Required

- Communication Skills
- Active listening
- Negotiation and Persuasion
- Analytical and Research Abilities
- Profiling ideal clients through analyzing firmographics, recent funding, or expansions via tools like Crunchbase
- Adaptability and Flexibility
- Relationship Building, credibility with stakeholders.

**Work Location: Praxis Communications  
Greater Kailash – I, New Delhi – 110048**

**Eligibility: IGNOU MBA Marketing Students and Alumni**

**Salary: As per Industry/Company Norms**

Please come formally dressed attire and bring along the following:

- |                                                                                      |                                  |                                                                                       |                                 |
|--------------------------------------------------------------------------------------|----------------------------------|---------------------------------------------------------------------------------------|---------------------------------|
|  | Updated CV                       |  | IGNOU I-Card                    |
|  | Government ID                    |  | Experience Certificate (if any) |
|  | Two passport-size photos         |                                                                                       |                                 |
|  | Education & experience documents |                                                                                       |                                 |

Organized by  
Campus Placement Cell (CPC), IGNOU

# JOB DRIVE AVIATION SECTOR

**Bird Flight Services**  
New Delhi

Leading Ground Handling &  
Passenger Services Company

**27<sup>th</sup> January, 2026**

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## Available Positions

### Customer Service Agent (CSA)

**Location:** Delhi (Airport Operations)  
**Qualification:** Graduate (Recognised University)  
**Experience:** Minimum 1 year in service industry  
(Aviation preferred)  
**Role Includes:**  
Passenger check-in & boarding  
Document verification  
Baggage handling  
Customer assistance & airport operations

### Customer Service Host (CSH)

**Location:** Delhi (Airport Operations)  
**Qualification:** Minimum 10+2 (Graduates preferred)  
**Experience:** Service industry experience preferred  
**Role Includes:**  
Passenger assistance & queue management  
Lounge & immigration facilitation  
Support to senior citizens, children & special passengers

### Who Can Apply

Freshers & experienced candidates  
Strong communication skills  
Customer-focused attitude  
Willingness to work in airport operations  
Willingness to work in shift duty specially night shifts

**Campus Placement Cell, IGNOU**

For Registration

Scan the  
QR Code



Only for IGNOU Students  
and alumni residing in  
**Gurgaon**  
are preferred.



## JOB DRIVE HOSPITALITY SECTOR

### YS Hospitality

#### 1. Backend Office Support Staff

- Calling and aggressive follow-ups with agents
- Working on MS Excel, Word and basic presentations
- Internet research (R&D work)
- Office back-end and administrative support

#### 2. Office Admin / Graphic Designer

- Basic communication skills
- Proactive attitude
- Basic knowledge of graphic designing
- Handling calls, emails and file management
- Preparing reports and presentations
- Managing petty cash and minor expenses
- Banking and other office coordination work

#### 3. Sales & Operations Staff – Travel Background

- Handling domestic and international travel packages
- Preparing quotations and itineraries
- Vendor and hotel coordination
- Good calculation and negotiation skills
- Proactive communication and learning attitude

## Eligibility

- Freshers and experienced candidates  
Good communication skills  
Customer-oriented and proactive approach

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## Salary

As per industry norms

**(Training / Internship / Permanent  
roles based on qualification and  
performance)**



For Registration  
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