

<b>Company</b>	Blueocean Market Intelligence
<b>Position Title</b>	Sr. Specialist - Visual Services
<b>Department</b>	Visual service Team
<b>Schedule</b>	Full-Time
<b>Location</b>	INDIA – Bangalore
<b>Reports To</b>	Manager- Visual service
<b>Travel Percentage</b>	0-25%

## OVERVIEW

Blueocean Market Intelligence is a global analytics and insights provider that helps corporations realize a 360-degree view of their customers through data integration and a multi-disciplinary approach that enables sound, data-driven business decisions. Leading companies have benefited from our partnership with financial growth, 360 views of their markets and competition, and improved customer acquisition, satisfaction and retention.

### Cross-Tab Group

Blueocean Market Intelligence is part of the Cross-Tab group of companies (Cross-Tab Marketing Services, Informat Mobile Intelligence and Borderless Access Panels) that includes more than 700 professionals serving the world's largest companies from offices in the United States, United Kingdom, Singapore, Dubai and India.

### Companies

[Cross-Tab Marketing Services](#) | [Blueocean Market Intelligence](#) | [Borderless Access](#) | [Informat Mobile Intelligence](#)

## SPECIFIC RESPONSIBILITIES

### Designing

- Ability to create PowerPoint presentations with graphic elements, table, charts, etc. Able to create templates in PowerPoint.
- Regular formatting/visualization of the deliverables assigned by the project manager. Consistency check, follow the company's branding guidelines and ensure the deliverables are client ready.
- Manage time, meeting deadlines with zero error
- Continuously build knowledge on the latest industry trends in design, functionality and technology
- Adapting and learning new tools effectively.

### Project management:

- Participate in project process/scheduling
- Ensuring project timesheets are updated regularly
- Effectively and proactively communicate with internal/external clients, team members, vendors/partners to ensure successful project execution

### General:

- Work towards building domain expertise
- Excellent communication skills
- Handle multiple tasks simultaneously and meet deadlines by managing schedule and workload to meet business needs

## **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Interpret the data/content and present it visually with an aim to communicate the message effectively
- Develop/design and make use of appropriate visuals while working on presentations
- Expertise in charting and various charting techniques
- Sound knowledge of MS Office (MS Word, Excel, PowerPoint, Visio)
- Excellent verbal and written communication skills
- Any project management experience would be advantage
- Knowledge of graphic tools would be an advantage

## **COMPENSATION**

Compensation will be commensurate with experience.