

COMMUNITY MANAGER

Designation	Community Manager
Company Name	Docplexus , founded in January 2014, is India's largest and fastest growing online platform of doctors practicing modern medicine. It empowers Indian doctors to make better clinical decisions, network with peers and build their online reputation. We focus on peer-to-peer exchange of patient cases, dialogue and interdisciplinary learning to improve medical outcomes. Our trusted and secure platform is accessible only to verified, Allopathic doctors and offers knowledge centers, treatment guidelines, certified educational resources and the latest medical news. (www.docplexus.in)
Job Description	<ul style="list-style-type: none"> • Develop and implement the strategic partnership with KOLs and Other Healthcare Organisations. • Be a single point of contact for the community and work with all the stakeholders within Company (Delivery, Sales, Product) as well as with key stakeholders on the community side. • Community Engagement Activities and constant interaction with KOL in order to build long-term relationships. • Scheduling and Conducting Interviews of eminent KOLs. • Representing Docplexus in Conferences and Other Healthcare Events. • Overseeing and managing tasks of community team.
Desired Profile	<p>Skills</p> <ul style="list-style-type: none"> • Co-ordination of KOL meets, visits and other specific requirements of community. • Excellent Written and Verbal Communication Skills • Desire for self improvement and learning • Competency in Microsoft Office applications <p>Personality</p> <ul style="list-style-type: none"> • Positive and trustworthy • Go getter with hands-on approach • Self-starter, results-driven and never satisfied • Entrepreneurial mind set, energized by uncertainty and uncharted territory • Willingness to travel
Experience	<ul style="list-style-type: none"> • Lifesciences/Healthcare / Pharma background welcome but not necessary • Striving to create impact outside of corporate structures, high degree of entrepreneurial drive
Industry Type	Community Management
Education	<ul style="list-style-type: none"> • MBA from a reputed institute
Location	Base location in Pune and frequent visits to different locations within India
Work environment & Compensation	<ul style="list-style-type: none"> • A high-performing team that with proven success • A nurturing environment with hands-on coaching from our European investors • Self-responsibility and room for creativity • Being a significant part in making India's healthcare better