

JOB DESCRIPTION

We are interested in hiring a dedicated and hardworking individual as a Sales Executive to join our Sales Department.

Your main goal is to boost our sales by reaching out to the existing customers as well as potential customers. As a Sales Executive, you are responsible for handling sales over the phone entirely and collect desired information from the clients. You are also required to write down important information provided by the customer and follow up with them on a regular basis.

As an ideal candidate, you should be an excellent communicator along with convincing abilities. Great report writing skills, amazing negotiation skills, and phenomenal telephone etiquette are essential for this position.

If you are ready to take up these duties and responsibilities of Sales Executive, then apply right away. We will love to meet you.

Responsibilities

1. Answering phones and explaining the product and services offered by the company.
2. Contacting existing customers as well as prospective customers using scripts.
3. Obtaining customer information and other relevant data.
4. Asking questions to the customer and understanding their specifications.
5. Resolving queries and issues related to the products and services.
6. Maintaining the database of the customers on a regular basis.
7. Suggesting solutions based on customer's needs and requirements.

Requirements

1. Graduation in any field. Well versed with computers.
2. Work experience as a Telecaller, TeleMarketer, or a similar role in the Sales Department.
3. Great interpersonal skills.
4. Exceptional oral and written communication skills. Proficiency in English is a must.
5. Strong organizational skills.
6. Ability to work in a team or individually as and when required.
7. Ability to manage and handle multiple tasks.

Job Types: Full-time, Regular / Permanent

Pay: From ₹10,000.00 per month

Gender: Female

Schedule:

- Day shift

COVID-19 considerations:

Both doses of vaccine is mandatory

Education:

- Bachelor's (Required)

Experience:

- total work: 1 year (Preferred)
- Sales: 1 year (Preferred)

Language:

- Telugu (Required), Hindi, English

Note: application Last Date: 30-06-2023 and No Application fees

Contact Address

Logicview It Solutions (OPC) Private Limited

H.No: 8-2-65, JK Plaza, RNT Road,

Chowrastha, Warangal, 506002 Telangana, india

www.logicview.in

cell: 8977888770