SALES EXECUTIVE

Job Description:

A **Sales Representative** is a senior level sales leader in a company. They are responsible for selling a company's products by identifying leads, educating prospects on products through calls, trainings, and presentations, and providing existing customers with exceptional support. They often govern a sales team and manage strategies for promoting and increasing sales with marketers and advertisers. They report to executive leadership such as the CFO and CEO.

Job Responsibilities:

* Conduct market research to identify selling possibilities and evaluate customer needs
* Actively seek out new sales opportunities through cold calling, networking and social media
* Set up meetings with potential clients and listen to their wishes and concerns
* Prepare and deliver appropriate presentations on products and services
* Create frequent reviews and reports with sales and financial data
* Ensure the availability of stock for sales and demonstrations
* Participate on behalf of the company in exhibitions or conferences
* Negotiate/close deals and handle complaints or objections
* Collaborate with team members to achieve better results
* Gather feedback from customers or prospects and share with internal teams
* Prepare and present reports when needed
* Attend sales educational events and seminars
* Stay up to date with the latest sales trends and best practices
* Report to management team
* Identify buyer persona profiles
* Recruit, hire and train new sales representatives
* Investigate leads and find out about them as much as possible before contacting
* Consult with sales and marketing team to ensure the efficiency
* Seek out and meet with potential clients and act as their consultant

Job Qualifications:

* Bachelors in business
* Masters in business or related field preferred
* Experience as a Sales Executive

Opportunities as an Sales Executive or are available for applicants without experience in which more than one an Sales Executive is needed in an area such that an experienced an Sales Executive will be present to mentor.

Job Skills Required:

* Ability to multi-task and prioritize work
* Attention to detail and problem solving skills
* Resourcefulness and ability to problem solve
* Outstanding communication and interpersonal skills
* Ability to not take customer issues personally
* Understanding of sales psychology
* Good listening skills
* Ability to lead others
* Ability to resolve staff issues
* Familiarity with Microsoft Office
* Time management skills
* Leadership skills
* Understanding of sales market industry