

Telesales Specialist

Description

- Attracting new customers and maintaining existing customers by dealing with complaints and providing solutions to the various problems facing customers.
- The employee must have excellent skills in telephone communication, offering service offers in proportion to customers, gaining their trust and helping the company to grow and develop its business.
- Functional tasks : Contacting potential and existing clients to inform them of the company's services
- Answering customer questions about services Understand customer requirements and complete sales by asking various questions
- Follow up and enter the customer information and update it periodically in the company's excel file
- Dealing with clients' requests accurately
- Dealing with customer complaints and providing appropriate solutions to maintain the company's reputation
- Make every effort to achieve the required sales percentage and facilitate upcoming sales
- Maintain call and sales records and write notes to explain customer cases
- Submitting a periodic report to the Operations Manager to indicate what has been accomplished and what has been postponed, with a statement of the reason.

Qualifications

- Marketing and Sales – Business Administration
- +1 year of experience

Hiring organization

Roots Management Consultants on Behalf of Customer

Employment Type

Full-time

Job Location

Dakahlia – Mansoura

Working Hours

9am – 6pm

Date posted

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