



JOB DESCRIPTION

SALES EXECUTIVE JOB DETAILS:

- ✦ 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 and deliver appropriate presentations on products and services.
- ✦ 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

MARKETING JOB DESCRIPTION:

- ✦ Conceive and develop efficient and intuitive marketing strategies.
- ✦ Organize and oversee advertising campaigns on different social media platforms.
- ✦ Set up meetings with potential clients and listen to their wishes and concerns and deliver appropriate presentations on products and services.
- ✦ Negotiate/close deals and handle complaints or objections

BUSINESS DEVELOPMENT EXECUTIVE

- ✦ The role of a Business Development Executive is to assist the organisations sales and growth efforts by contributing to new customer acquisition.
- ✦ He/she should be able to provide ideas to attract new clients.
- ✦ Build contacts with potential clients to create new business opportunities.
- ✦ Make cold calls for new business leads.
- ✦ Support in writing new business proposals.
- ✦ Arrange meetings for senior management with prospective clients.

VIDEO ANIMATOR EXECUTIVE

- ✦ Ability to edit academic and promotional videos. (INTERMEDIATE LEVEL)