



PR/109439 | Sales Executive-Ahmedabad

Job Information

Recruiter[JAC Recruitment India](#)**Job ID**

1545401

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

June 24th, 2025 10:31

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Experience: Minimum 2 years

(B2B customer handling- preferred)

Location: Ahmedabad

Education Qualification: Graduate/ MBA

Requirements:

- Strong interpersonal and convincing skills
- Good understanding of customer needs
- Ability to present company and product information effectively

Responsibilities:

- Visiting, Cold calling, Tele call to all the leads/enquiry received from digital platform and direct emails.
- Understand their requirement and discuss with senior for the best possible solution to their requirement/needs.
- Answering customer inquiries, scheduling meetings, sales appointments and attend the meeting with seniors.
- Business Travel for the meeting with the customer may require so visiting the customer location, representing the company, and briefing the product information.
- Managing customer accounts, following up with customers and providing troubleshooting assistance for orders, account statuses, and other queries.
- Making quotations and sending to customer as per their requirement/specification. Maintaining documentation as per internal sales process.
- Email corresponding with the customer after order finalization as per company internal procedure.
- Reporting to seniors on high priority orders and reviewing pending orders and customer requests to ensure customer satisfaction.
- Performing data entry tasks for sales figures, metrics, and other relevant information and maintaining an organized and accessible filing system.
- Reporting any unusual activity to your supervisors / HOD.
- Recording sales trends and liaising with account managers to develop sales strategies.
- Rest, other similar tasks assigned by HOD.

Company Description