

PR/110880 | Sales Executive

Job Information

Recruiter
JAC Recruitment India

Job ID
1619232

Industry
Other (Manufacturing)

Job Type
Permanent Full-time

Location
India

Salary
Negotiable, based on experience

Refreshed
October 27th, 2026 10:17

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Basic Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

Designation- Sales Executive

Location-Bangalore

Job Summary:

The Sales Executive visits customers daily, generates new enquiries, provides quotations, and coordinates dispatch schedules. The role monitors distributor performance and provides exceptional customer service to build a loyal customer base and achieve sales targets through effective communication and collaboration.

Key Responsibilities:

- Visit customers daily and Generate Sales leads from new & existing customers at the Designated territory allocated.
- Prepare and submit quotations responsible for negotiate pricing, payment terms, involves in technical queries with customers to secure Orders.

- Raises RFQ & involve in special pricing approvals for to achieving Sales Targets.
- Timely Follow up on New Leads
- Follow up on Purchase Orders and processing involving them to prepare OPR sheets preparations and following proper MOQ in stock order.
- Coordinate dispatch schedules, Coordinate with operations and logistics team for timely delivery of Products to customers.
- Coordinating with Finance department on payment process.
- Coordinating with Internal Sales team on Invoicing and delivery and billings.
- Coordinate with Inside sales on New Leads and on follow up activities pertained to sales activities.
- Maintain a record of customer visits and follow up on customer enquiries. Use of Sales Force CRM system.
- Provide regular reports on sales activities to the management
- Build and maintain strong relationships with customers and distributors
- Attend trade shows and exhibitions to promote the company's products and services
- Provide technical support to customers as required
- Distributors Monitoring with reference to Sales activities & Customers enquiries.
- On time reporting of the Sales Activity weekly or Monthly reports
- Upskill of Professional Development and enhance sales effectiveness [Product knowledge , Industry trends , Competitors & Market information.

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Company Description