

JOB DESCRIPTION

JOB TITLE: Sr. Engineer / Asst. Manager – Business Development

DEPARTMENT: Sales – Industrial Doors

REPORTING TO: SBU Head – Industrial Sales
(Role to which this role reports)

REPORTEES: **NIL**
(Roles reporting to this role)

SPAN OF CONTROL: **NIL**
(No. of associates reporting to this role)

JOB SUMMARY

(Brief about the existence of the position)

- Selling Industrial doors (ID) to warehouses, manufacturing units and transportation sector like Airports, Metro, etc.
- Aspirants who have worked in specification & technical sales of varied doors or similar line of activity would be preferred.
- Involves Business Development including Project selling in Industrial equipment.
- To communicate with decision makers to bring profitable business to the organization.

KEY DUTIES & RESPONSIBILITIES

(Primary duties)

- Meet Organisations / Projects for product presentation and specification
- Generate enquiries & send for offer generation in prescribed format. Receive offer, check for correctness and forward to client.
- Follow up with client on submitted offers, negotiate and close the order in line with company policies.
- Check received orders for correctness; ask for amendments if any from client.
- To provide the correct data to coordination / technical team for receiving drawings if any. Take sign off from client on drawings and final offer made.
- Prepare Job cards, in line with offer / PO received and send to coordination along with Work order and all necessary documents.
- To collect payments / forms as per terms and conditions accepted. Provide clearance for dispatch.
- Inform services team on date of installation. Provide contact details for them to contact client. Similarly inform client the contact person for installation / service.
- Provide necessary reports and information as required by management from time to time.
- Develop new customers / area & manage existing customers
- Visit project site to get first hand feel of the site conditions
- Provide necessary help and support to team members from other verticals and take support in turn from them to get business.

ADDITIONAL RESPONSIBILITIES

(Apart from regular activities)

- Customer relations management and customer service for both Internal & external customers.

CAREER OPPORTUNITIES/ GROWTH

Deputy Manager / Manager

FUNCTIONAL COMPETENCIES

(Key skills required)

- Fluency in English
- Fluency in Kannada – local language
- Not hopping frequently
- Go getter – confidence levels
- Ability to work independently and get the business desired.
- Willing to travel extensively.
- Proficiency in MS office i.e. Word, PowerPoint and Excel.

BEHAVIOURAL COMPETENCIES

1. Sales Planning & Prospecting.
2. Team Player
3. Negotiation Skills
4. Good interpersonal skills.
5. Initiative & Self driven
6. Integrity

AGE: Below 34 years

QUALIFICATION: Any Graduate Preferably in Engineering or Science

EXPERIENCE & INDUSTRY: (Total yrs of experience)

- Candidate must have 3 - 8 Yrs. of selling experience i.e. Project selling in domain of Industrial equipment, material handling equipment, plant & machinery, storage equipment etc.?’
- People with high energy levels and positive attitude, able to cover the market and communicate with decision makers to bring profitable business to the organization.

LOCATION OF WORK: BANGALORE, DELHI, MUMBAI, PUNE, VIJAYAWAD