

Job Title : Mobile Sales Officer

OVERALL PURPOSE:

- ◆ Each mobile sales officer is responsible for delivering the target of lending and deposit, per detail below.

RESPONSIBILITIES:

- ◆ Conduct sale to reach daily, weekly, monthly or yearly target
- ◆ Generate and qualify leads
- ◆ Source and develop client referrals
- ◆ Schedule sales activity
- ◆ Make sales calls to new and existing clients
- ◆ Negotiate with clients and develop sales proposals to drive sale/ QR
- ◆ Prepare and present sales contracts
- ◆ Respond to sales inquiries and concerns by phone, electronically or in person
- ◆ Follow up on sales activity
- ◆ Ensure customer service satisfaction and good client relationships
- ◆ Other perform task as assigned by manager

QUALIFICATIONS REQUIREMENTS:

- ◆ At least Fresh Graduate in business administration, banking and finance, marketing or related field is encouraged to apply
- ◆ Experience in sales, marketing, or business development is a plus
- ◆ Good verbal and written communication skills. Verbal and/or written in English or Chinese Mandarin is an advantage
- ◆ Ability to work well autonomously, under pressure and as part of a team
- ◆ Proficient working knowledge of Windows and Excel
- ◆ Typing skills required
- ◆ Phone etiquette skills required
- ◆ Strong customer service skills
- ◆ Good personality and fits to the job requirement

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