

Designation: Sales Officer – Mortgage Sales

Role/Functional Area: Sales/Business Development

Location: Surat and Rajkot

Experience: 0.6 year – 2 years

Salary Range: As per industry standard

Roles & Responsibilities:

1. Area/ Lane /Geography Mapping:

Responsible for lane to lane/ Area mapping of Area/ Geography at regular intervals with the help of supervisor. Identify new sources in the allocated Area/ Geography and inform the progress to reporting manager during team huddle.

2. Source Relationship Management:

Responsible for managing the relationship with all sources assigned and identified by him in his geography/area.

3. Maintain Reports:

Responsible for maintaining reports related to sales and all his activities in the prescribed format. Should maintain diary on daily basis in the prescribed format of activities.

4. Channel Partner Recruitment:

Responsible for identifying the need for appointment of a channel partner

5. Team Huddle:

Responsible for attending team huddle on a daily basis as per the set process.

6. Customer Relationship Management:

Responsible for enhancing the customer experience by developing and maintaining relationship with customers.

7. Completion of File:

Responsible for submission of complete application form, documentations and information

Desired candidate profile:

1. Must have on field sales experience of at least 6 months (home loan sales preferred) or MBA [Marketing] Freshers will be preferable.
2. Candidates with prior experience in BFSI will have an added advantage.
3. Must be comfortable for field Sales.
4. Must be a graduate from any stream.
5. Must be ready to travel within the city and outskirts of the city as and when required.
6. Should have good communication & interpersonal skills
7. Must be from the local area only.
8. Must have a two-wheeler.

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