

Sales manager

The company Firm Rock Consulting, s.r.o. is looking for a colleague for the position of Sales Manager:

Position:	Sales Manager
Form of employment:	HPP
Extent of work:	full employment (40 hours per week)
Employees' benefits:	<ul style="list-style-type: none">• Home office• Flexible working hours• Company car for private use• Meal vouchers• Training courses
Place of work:	Prague
Start date:	October 1st, 2021
Business trips:	Max. 35% of working time

The aim and scope of work of the Sales Manager is to mediate business for the employer's clients and to ensure the acquisition of new clients and orders for the employer. At the same time, the scope of work is to take care of current clients, obtain information on client behavior and competition, prepare offers, negotiate, prepare contracts in cooperation with the employer's lawyers and cooperate on control in the delivery of contracted services.

Agenda of the Sales manager:

- Support of business activities of the agent and other consultants of the employer
- Support of business activities of clients and partners of the employer
- Management of contacts in electronic and paper form (business cards, CRM, contacts from emails, mobile phones, processing of contacts from conferences, the Internet - eg LinkedIn, Facebook, references, etc.)
- Presentation of employers, clients and partners and their products and services
- Business communication, written and oral, with clients, partners (emails, phone calls, other communication tools such as Skype, WhatsApp, Zoom, etc.)
- Processing of business requests of clients and partners (emails, phone calls, requests sent via SW tools and the Internet, etc.)
- Cooperation in the preparation of marketing activities and materials

- Work on social networks (LinkedIn, Facebook, etc.)
- Support in organizing conferences and Webinars
- Preparation of presentations, offers and contracts
- Management of employer contracts (clients, suppliers, partners, etc.)

Candidate competencies:

Secondary school / university education

At least 3 years of experience in business and sales in the field of IT

Computer users skills (MS Office, LinkedIn, Facebook and other social networks, CRM, others are an advantage)

English, other languages an advantage

Representativeness

Communicativeness

Organizational skills

Ability to present the company, its services and the services of its clients and partners

Ability to work together in a team

Ability to bring new ideas

Driver's license sk. B