

## Job Description

*Exciting Opportunity to work in the Role of **Inside Sales Officer** in the Indian Tax Compliance Industry and serve millions of Users by providing a robust Tax Software applications.*

**Job Role:** Inside Sales / Tele Sales

**Job Title:** Inside Sales Officer

**Experience:** 1.5 - 5 Years

**Age** 21 - 35 Years

**Location:** India

**Department/Function-** Sales

**Type of position-** Full Time

### **Education Requirement –**

- **Graduate-** Any Graduate
- **Post-Graduation-** Any Post Graduate/Post Graduation Optional
- **Prof. Qualification –** N/A
- **Certification Course –** N/A

### **Experience Required:**

- **Must Have**
  - 1-year Experience in Sales
- **Desired to have**
  - Experience in Software Sales

### **Specific skills-**

- **Desire to have**
  - Should be Aggressive and Target Oriented.
  - Go-getter Approach in Sales
  - Street-smart attitude and highly motivated candidate.
  - Should understand and possess basic computer knowledge

**Job Summary:**

This is an exciting role of Inside Sales Officer where in you get to work in the Sales Function for Tax Softwares. Under this role, you will be responsible for new customer acquisition and deliver on revenue growth. You will be driving the business of Tax Filing application in this role. You will be communicating with Chartered Accountants, Corporates, SME's understand their Tax filing requirements like Income Tax, TDS, GST and suggest the solution accordingly.

**Job Responsibilities:**

- To Seek opportunities through Cold Calls, data available on internet.
- To identify and generate leads and inquiries.
- To give demonstration of Tax software to clients / Prospects
- To Convert Leads into Customers and generate revenue and achieve the assigned revenue goal.
- To be able to foresight and identify business opportunities with new clients & existing clients for extended products (up-selling/ cross-selling).
- To update daily tasks, activities in CRM.

**Work from Home Requirements**

1. This is a Work from Home employment type. In this employment you will be required to be available over phone and a computer with an Internet connection during your shift timings.
2. Adhere to all company policies and procedures.
3. To ensure that employee performance will not suffer in remote work arrangements, we advise our remote employees to:
  - a. Choose a quiet and distraction-free working space.
  - b. Have an internet connection that's adequate for their Job.
  - c. Dedicate their full attention to their job duties during working hours.
  - d. Adhere to break and attendance schedules agreed upon with their manager.