

# SACS POWER Private Limited

## EMPLOYEE REQUISITION FORM

ERF No.:.....

ERF Date: **05/06/2018**

Date Required: **Immediate**

<b>Position Title:</b>	<b>SALES EXECUTIVE</b>	<b>No of Positions:</b>	10
<b>Business Unit:</b>	<b>PCE</b>	<b>Location:</b>	
<b>Division</b>	<b>NA</b>	<b>Department:</b>	<b>SALES</b>
<b>Proposed Grade:</b>		<b>Will report to:</b>	<b>Head – Sales &amp; Marketing</b>
<b>Type of Vacancy:</b>	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Contract (From: .....To: ..... )		
<b>Interview Panel Members</b>	<b>Director, Sales Head (Respective regions)</b>		

CANDIDATE PROFILE		
<b>Qualifications:</b>	<b>Compulsory:</b>	Any Degree
	<b>Desired</b>	Diploma Electrical / Mechanical / Electronics or B.E: - Electrical / Mechanical / Electronics
<b>Experience:</b>	<b>Years:</b>	2 to 4 years (as Sales Executive)
<b>Skills Set:</b>	<b>Primary Skills:</b>	SALES of an engineering product or solution with monthly TARGETS in a diversified industry segment like Manufacturing industry, Commercial, Residential Complex etc.  Key areas of exposure: <ul style="list-style-type: none"> <li>Lead Generation &amp; Opportunity assessment</li> <li>Sales Pipeline (Funnel) Management</li> <li>Solution (VALUE) selling</li> <li>Prospect &amp; Customer relationship management</li> </ul> Communication skills: <ul style="list-style-type: none"> <li>English &amp; Tamil</li> </ul> Driving of 2-wheeler is a must
	<b>Secondary Skills:</b>	Collection management  Usage of IT System / MS Excel (Sales tracking & Control)
	<b>Work Exposure:</b>	Preferably in GENSET Sales with OEM / Dealer of brands such as Kirloskar (KOEL), Leyland, Mahindra Powerol, Cummins, Sunbeam Generators, Genlite, Powerica, Genesis, OJUS,

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		RaPower etc.
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JOB PROFILE	
<b>Job Description:</b>	<ul style="list-style-type: none"> <li>▪ Searching for new prospects who could benefit from our products in a designated region</li> <li>▪ Travelling to visit potential clients</li> <li>▪ Establishing new, and maintaining existing, relationships with customers</li> <li>▪ Managing and interpreting customer requirements</li> <li>▪ Persuading prospects that a product or service will best satisfy their needs</li> <li>▪ Prepare &amp; submit quotations after taking internal approvals</li> <li>▪ Participate in negotiations of contract terms &amp; closing of sales</li> <li>▪ Administering client accounts</li> <li>▪ Analysing costs of sales</li> <li>▪ Preparing reports for head office</li> <li>▪ Meeting regular sales targets</li> <li>▪ Recording and maintaining client contact data</li> <li>▪ Supporting marketing by attending trade shows, conferences and other marketing events</li> <li>▪ Making technical presentations and demonstrating how a product will meet client needs</li> <li>▪ Providing pre-sales technical assistance and product education</li> <li>▪ Liaising with other members of the sales team and other technical experts</li> <li>▪ Collection of payments for the collected orders</li> </ul>
<b>KRA:</b>	<p>Meet Sales Targets</p> <p>Business Growth</p> <p>Customer Satisfaction</p>
<b>Proposed Career Path:</b>	Senior Sales Executive, Area / Territory Manager, Sales Head
<b>Reporting Structure:</b>	Head – Sales / Territory Manager
<b>Compensation (CTC)</b>	INR 1,80,000 – 2,50,000 per annum

Signature & Date:

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Initiating Manager

HR HEAD

DIRECTOR