

**Registration Link and Company Details@The FX infinity@BE [All Branch] and MBA@2020 Passing out Batch**

Company Name- The FX infinity

CTC- (Fixed=2.4 LPA + Performance linked pay= 1.8 LPA + Bonus= 13k PA) == Total 4.3 LPA

Eligibility- BE (All Branch) and MBA 2020 Passed outs

Designation- Business Development Executive

Function- Hard core Sales

Job Location- Indore

Note-BE/B.Tech students are advice to please read and understand the ROLE and RESPONSIBILITIES (see attachment) before doing registration on link below

Registration Link- <https://forms.gle/dWUt9RLXegZ7yK1p8>

Last Date of Registration- 28th August

Interview Date- 01st Sept/2nd Sept 2020

Please Find Below (Attachment-Pdf) the Job Description (JD) and detail information about event.

# ROLES AND RESPONSIBILITIES



## **BUSINESS DEVELOPMENT EXECUTIVE**

### **The Role**

You are responsible for driving new outbound business sales. You will be expected to sell the benefits of the services and products over the phone and face-to-face, where the opportunity warrants. The right candidate will need to demonstrate drive, motivation and a positive approach, as well as strong sales abilities.

### **Your key responsibilities include:**

The sales position is an entry-level role, which acts as the first line of contact for prospective clients targeted by the company. The core responsibilities include:

#### **Sourcing**

New leads, making contact, onboarding them and forging profitable ongoing relationships.

#### **Making**

Sales to the on-site clients of the company by explaining them the benefits of the services.

#### **Keeping**

Abreast of market trends and sentiment to keep both clients and prospects well informed.

#### **Attending**

And actively participating in team and company meetings.

#### **Meeting**

And exceeding KPIs as set by your sales manager.

#### **Actively**

Taking an interest in learning about new products and approaches to selling them.

#### **Understanding**

the compliance and on-boarding process of clients in detail.

# COMPENSATION



## BUSINESS DEVELOPMENT EXECUTIVE

### Requirements

Training will be provided, however experience or accomplishment of the below will be preferred:

### MBA Graduate

Proficient in the use of Microsoft Office products, Excel databases and CRM systems  
Excellent verbal and written communication skills.

### Compensation

Annexure		
Designation	Business Development Executive	
Function	Sales	
Components	Annually	Monthly
<b>Fixed</b>		
Basic	144000	12000
HRA	57600	4800
Convenyance Allow	18000	1500
Medical	20400	1700
Total (A)	240000	20000
<b>Variable</b>		
Performance Linked Pay(B)	180000	15000
<b>Benefits</b>		
1 Year Completion Bonus ( C )	13000	
Total CTC (A+B+C)	433000	35000

**Note:-**

- \* CTC is subjected to applicable tax deduction.
- \* Professional Tax is subject to location.

**Salary-** 10,000 Rs salary for 01st Three Months.

- CTC is applicable from the 4th Month plus lucrative incentives.
- \* All above component & benefits are as per company's policies, which are subject to change from time to time without prior intimation.

# THE INTERNATIONAL SALES EXECUTIVE HAS THE FOLLOWING KEY JOB RESPONSIBILITIES:



- Selling the products and services to the clients of the company and convincing them about their usability and advantages.
- Searching for opportunities that enhance the sales and benefit the clients.
- Making the clients understand about the various products and services by explaining to them about the same in their language.
- Providing outstanding and Special services to the international clients
- Standing in lieu of his/her nation and trying to impress the foreign clients.
- Overlooking negative clients and updating himself/herself with the latest technological developments and enhancements in that field.
- Upholding the sales reports, records and other important documents of the international clients.
- Maintaining the Interactions with the active foreign clients and identifying new clients as well as new business possibilities.
- Attending international Sales meetings, seminars and conferences arranged within the organization to boost the sales profits of the same.
- Developing creative sales initiatives and applying them to improve the financial gains of the organization.
- Heading and guiding the sales personnel within the sales section.
- Leading the sales section with respect to the attainment of its sales aims, objectives and targets.
- Ensuring that the requirements of the international clients are met by modifying the products and services of the organization to their likes.

# THE INTERNATIONAL SALES EXECUTIVE HAS THE FOLLOWING KEY JOB RESPONSIBILITIES:



- Ensuring that his/her sales and supervisory functions are executed correctly as per the given time and within the given budgets of the company.
- Meeting the sales quotations and financial targets.
- Acting as the main and key resource for generating maximum revenue.
- Convincing the clients to buy the commodities and services of the company.
- Treating and greeting the clients very well and making them go through the purchasing methods and procedures.
- Managing the questions of the clients and clearing all their doubts on the products and services.
- Planning and strategizing meetings with the prospective clients in order to adjust the products with the changes in their lives.
- Converting the meetings with the international clients into suitable sales opportunities and generating revenues from the same.
- Submitting the reports, records, presentations and sales documents to the manager of the company.
- Maintaining the daily, weekly, quarterly, half yearly and annual sales reports and records.
- Executing some management activities and upholding the list of the active and future clients.
- Upholding the bills, financial statements and records of expenditures of the international travels that he/she indulges in.
- Administering the sales area he/she has been allocated and planning effectively to manage time and generate profits by maintaining the sales.
- Arranging the customer base of the company and rating his/her meetings and sales work with them on the basis of that.
- Executing all other roles, jobs, duties, undertakings and responsibilities that fall under his/her administrative and supervisory domain and all those that fit into the duties and roles of an international sales representative.