

Company Name: CEGsoft

Opportunity Date (Month/Day/Year): January 17, 2025

Opportunity Title: Outbound Sales Representative

Area of Specialization:

Type of Position: ☐ Part-Time ☒ Full-Time

Compensation: ☒ Pay ☐ Stipend ☐ Without Pay

Location: San Juan

Contact Person & Job Position: Jennifer Ortiz-HR

E-mail of Contact Person: jortiz@cegsoft.com

E-mail to send resume or application URL: <https://workforcenow.adp.com/mascsr/default/md>

Phone Number: 787-287-2777

Logo:



Salary: \$35K-\$40K

Application Deadline:

Job Description or Minimum Requirements /Internship/COOP:

Responsibility:

- Communicate with prospects through cold calling, emails and/or visits to identify and understand their product or service needs; assists those existing customers and potential leads in selecting the company products that are best suited to their needs.
- Present customized product demos and cultivate long-term client relationships, while consistently meeting and exceeding sales targets.
- Identify potential clients through research, networking, and industry events.
- Prospect and transform leads into new sales.
- Schedule meetings, perform online demos and presentations using appropriate company resources to generate new business opportunities.
- Track and manage the sales pipeline, ensuring timely follow-ups and effective communication at every stage of the sales cycle.
- Negotiate contract terms, pricing, and licensing options with clients.
- Close sales and ensure smooth onboarding for new customers.
- Coordinate sales effort with sales management, marketing, and operations.
- Supplies management with oral and written reports of sales activities.
- Ensure accurate and complete information of all sales activities is documented in company Customer Relationship Management (CRM) system and keep updating the account regularly.

Requirements:

- Excellent negotiation/persuasion skills
- Excellent communications skills in English and Spanish
- Able to interact with all levels of management
- Highly motivated and target driven
- Excellent knowledge of MS Office (Outlook, Word, Excel and Power Point)
- Bachelor's degree in Business, Marketing, Communications, or related field
- Minimum of 1 year of sales experience (preferable).

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