

# Job Description

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## **Job title: Sales Intern**

**Location:** Mumbai

**About us-** Established in 2017 in the UK, Percipere is a fast-growing Premier Process Integrator for ERP and Process re-engineering engagements that works with leading clients in Europe, Americas, Middle East and India. We have ambitious growth targets in APAC market, and this role will play a pivotal role in helping achieve these targets.

### **Responsibility:**

- ✓ Good communication
- ✓ Good writing skills for customer profiling
- ✓ Able to handle customer outbound calls and customised introductory emails
- ✓ Working closely with the Manager or assigned staff member, and completing all allocated tasks.
- ✓ Conducting research, or gathering information through surveys or by speaking to clients and staff.
- ✓ Attending and participating & co-ordinating meetings, workshops, events, and exhibitions.
- ✓ Updating documents and sales records.
- ✓ Reviewing sales performance against sales targets.
- ✓ Observing and carrying out sales processes.
- ✓ Assisting managers with negotiations.

### **Good to have-**

- ✓ Strong self-motivation.
- ✓ Ability to work alone or as part of a team.
- ✓ Ability to remain calm in fast-paced environments.
- ✓ Superb interpersonal skills.

**Qualification-** Graduates in Business Management / Diploma in Sales & Marketing

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