

Example Sales Job Specification

Job Title: Remote Working Sales Development Representative

Location: Remote Working

Summary: We are seeking an experienced, motivated, and creative Remote Working Sales Developer to join our team. This individual will be responsible for developing sales strategies and campaigns that will help us to grow our customer base and win new business.

The successful candidate will generate new business opportunities through the creative and effective use of social media marketing tools such as LinkedIn and other social media platforms.

The successful candidate must be able to work independently and be comfortable with remote working.

Responsibilities:

- Develop sales strategies to acquire new customers and increase sales
- Generate sales leads and develop campaigns to achieve new business opportunities
- Cold calling potential customers to introduce products and services
- Develop relationships with potential partners and maintain relationships with existing customers
- Monitor the progress of campaigns and adjust as needed
- Develop and maintain a customer database by utilising CRM and other sales tools to track and analyse sales data
- Create and present reports on sales activities
- Stay up to date on industry trends and market dynamics
- Negotiate sales and contracts
- Provide customer service and resolve customer queries
- Collaborate with other teams to ensure a successful sales process
- Meet or exceed sales targets

Requirements:

- Bachelor's degree in marketing, business, or a related field
- At least five years of experience in sales and/or marketing
- Experience in using LinkedIn to research and generate sales; ideally with experience in using LinkedIn Sales Navigator
- Proven new business sales experience, preferably within a remote working environment
- Tenacious and driven attitude
- Excellent communication and negotiation skills
- Ability to work under pressure and meet tight deadlines
- Ability to build and maintain relationships with customers
- Proven track record of successful sales campaigns
- Excellent organisational and communication skills
- Ability to work independently and be self-motivated
- Strong organisational and problem-solving skills
- Computer literacy, including knowledge of CRM systems and other sales tools

Benefits

- Generous basic salary of £40,000
- Commission scheme of 5% of GP over a monthly threshold. Realistic OTE in Year One of +£20,000
- Flexible working hours
- The freedom to work from anywhere, eliminating the need for a daily commute
- Company pension
- Other peripheral benefits

Handy Tip – Further Reading: [Writing a Job Specification and Person Specification](#)