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Dabur Recruitment 2023 – Jobs – Sales Coordinator Post

Hiring organization
Dabur

Job Location

India
Remote work from: India

Date posted
September 19, 2023

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Valid through
30.12.2023

Base Salary

Rs. 15,000 - Rs. 21,000

APPLY NOW

Qualifications

12th pass/Graduate.

Employment Type

Full-time

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Description

Dabur Recruitment 2023

The Sales Coordinator is responsible for providing administrative support to the sales team. This position requires a strong understanding of sales processes and procedures, as well as the ability to manage multiple tasks and work independently.

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Dabur Career

Responsibilities:

- Provide administrative support to the sales team, such as answering the phone, responding to emails, and scheduling appointments.
- Maintain customer records and track sales data.
- Generate and distribute sales reports.
- Prepare and coordinate sales presentations.
- Assist with sales training and development.

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Dabur Jobs Near Me

Skills:

Strong understanding of sales processes and procedures.
Ability to manage multiple tasks and work independently.
Excellent communication and interpersonal skills.
Ability to use a variety of office software, such as Microsoft Office
Suite and Salesforce.

Important Links **Find the Link in [Apply Now](#) Button**

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