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# Example of Events Sales Manager Job Description

Our growing company is looking for an events sales manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for events sales manager

* Join in on site visits with Sales when appropriate
* Attend Sales Complex Standup twice a month
* Servicing approximately 8-10 accounts over the course of the year
* Develop and maintain an effective U.S. Event field team
* Develop, mentor, train and coach local event teams
* Successfully execute an overall real estate agent inside and event sales strategy
* Achieve team-based monthly sales goals by leading agent/broker prospecting at events and follow up on show leads
* Train and develop a diverse team of experienced event sales professionals
* Attend industry events and trade shows managing team and direct selling
* Oversees the booking of event space to achieve revenue and number of events goals

## Qualifications for events sales manager

* Free fruit, snacks and soft drinks
* 2 years experience as Meetings and Events Sales Manager in a 5 star luxury MICE property
* Minimum 2 years work experience as Events Sales Manager or Events Sales Executive
* To manage sales activities and events inline with the annual sales and marketing plan and to achieve/exceed budget and sales strategy for your hotel
* At least 1 year previous sales experience in a restaurant and hotel operation (management experience preferred)
* Adept at using technology