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# Example of Membership Sales Job Description

Our growing company is looking to fill the role of membership sales. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for membership sales

* Responds immediately to member requests, inquiries and concerns
* Works closely with Fitness Team to ensure that processes are fulfilled
* Responsible for attending and participating in monthly meetings focused on sales training and future promotions
* Must be flexible in our fast paced environment, keep your cool when handling member complaints and have high integrity with our members, team and management
* Work with other team members and work independently and continue to maintain completion of job duties
* We are an owner run and operated franchise and it takes our entire team working closely together to make sure we run smoothly so our members have an amazing experience in our club
* Supports, prepares, manages and supplies New Member sales information for the Department Head Orientation Meetings, the progress of the Ambassador Committee Members with their New Members
* Maintain prospect database in accordance with Club standards utilizing the system functionality to stay organized, generate reports
* Represent the Club in city and community activities/organizations to drive awareness of the Club, to develop sources for prospective Club Members
* Lead generation solutions strategy for the sales team, gathering internal data and merging it with third party data to create a database of qualified leads

## Qualifications for membership sales

* Drive revenue and build customer loyalty
* Discounted spa and restaurant use
* Positive, engaging, and team oriented personality
* EDUCATION - Undergraduate degree in business, marketing, public relations, communications, hotel and rest
* CERTIFICATION/LICENSE - n/a
* BUDGET CONTROL/RESPONSIBILITY - Responsible for achieving Sales Plan for club