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# Example of Representative, Inside Sales Job Description

Our innovative and growing company is hiring for a representative, inside sales. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for representative, inside sales

* Daily interaction with large customer base on contractual and transactional business
* Sharing of any interaction and involvement with customers that might require the outside salesperson’s attention, or may result in additional sales
* Working closely with territory managers, credit, inventory, systems, warehouse, and other departments in the company
* Generate prospective customers through cold calling, qualifying, and following up with sales Leads
* Focus on acquiring new customers through Lead qualification
* Work collaboratively with the outside Sales team to drive revenue and margin growth
* Qualifying sales leads, and passing key opportunities to the Key Account Managers
* To assist Key Account Managers to achieve agreed sales targets
* Manage existing customer relationships to develop additional sales and ensure ongoing business retention using a planned contact programme, as agreed with the Senior Manager, Content Acquisition
* To assist and deliver customer communications in liaison with the Marketing Department, providing full follow up to campaigns, tracking of progress and closing of business

## Qualifications for representative, inside sales

* One Year Sales Experience or some level of customer service Experience
* Strong phone presence and experience
* Online Automotive forum interest and experience is a plus
* A passion for the automotive industry is preferred
* Previous experience with business to business inside sales experience is a plus
* One to Three years direct work experience in outbound B2B Technology including telemarketing