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# Example of Sales & Retention Job Description

Our company is looking to fill the role of sales & retention. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for sales & retention

* Prospects accounts and produces revenue through new and renewal sales
* Develops and executes retention strategies
* Manages the renewal process and ensures that accounts receive excellent customer service
* Tracks, analyses and reports performance data on key departmental
* Develop strategies and utilize selling techniques to acquire new business through insurance brokers
* Assist brokers renewing small group accounts
* Collect past due balances
* Offer targeted solutions based on customer need to increase length of stay and reduce customer churn
* Provide support and re-sell solutions to customers who have not installed service to assist with our order to install rate
* Meet or exceed order volume targets and individual assigned objectives

## Qualifications for sales & retention

* Four or more years of relevant customer service, retention and sales experience
* Retail electricity background preferred
* Previous Call Center or roles that required customer interactions preferred
* Ability to work on fast pace and changing environment
* Sales License must be obtained by day 30 of employment
* At least 6 months experience in understanding client budgets and constraints