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# Example of Salesforce Administrator Job Description

Our company is hiring for a salesforce administrator. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for salesforce administrator

* Design Salesforce.com solutions across sales, service, marketing, and other functional business areas
* Maintain a solid knowledge base of the functional capabilities of SalesForce.com and the various areas within it
* Possess overall understanding of business processes and workflows
* Configure workflow rules, visual and process builder flows
* Support end users with technical support and training
* Manage assigned projects effectively to deliver SFDC functionality on schedule
* Develop Work Products associated with system enhancements
* Perform the necessary configuration tasks to support the business requirements for SFDC
* Salesforce Sales Cloud
* Salesforce Community Cloud and Napilli template

## Qualifications for salesforce administrator

* Believes in a CRM
* Must have at least 3 years of experience in Salesforce development projects and deep familiarity with Salesforce platform
* Must have exceptional communication skills, able to communicate effectively with both a technical audience and business users
* Strong results orientation with a proven track record of flawless execution and strong attention to detail
* Apex and/or other software development a plus (web, backend etc)
* Salesforce Marketing Cloud