



Example of Customer Service Sales Associate Job Description

Powered by www.VelvetJobs.com

Our company is hiring for a customer service sales associate. 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 customer service sales associate

- Effectively and efficiently books appointments based on customer need
- Politely greets guests and members as they enter the clinic
- Efficiently and effectively check members in and out for appointments
- Capitalize on opportunities to upgrade services that will benefit the customer
- Achieves membership and sales goals
- Maintaining professional and impeccable clinic environment for members/guests and employees
- We are looking for a friendly, outgoing and enthusiastic person who enjoys working within a flexible customer-focused team environment
- Understands and applies strategic sales offerings (dues/cash, auto renewable)
- Call prospective customers and establish buying cycles, customer needs, and create a customer supplier relationship
- Increase sales in respective accounts

Qualifications for customer service sales associate

- Highly motivated individual with constant drive to improve
- At least one year of proven direct sales experience
- Self-motivated and comfortable working both independently and as a part of a team
- Must meet sales goals

- Must demonstrate computer and keyboarding skills and proficiency in Microsoft Office programs including Excel