



Example of Inside Sales Manager Job Description

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Our company is hiring for an inside sales manager. 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 inside sales manager

- Create a new business opportunities to help drive sales goals
- Craft a sales playbook & document best practice for long-term success
- Conduct calls to the member base to qualify data expansion opportunities
- Participate in any regional/national marketing activities where customer follow-up is required
- Manage all aspects of Top Sales Funnel, including inbound and outbound lead generation
- Coach and mentor a team of 3 associates to ensure goals are met by conducting daily/weekly standup meetings to drive results
- Execute sales campaigns and lead cadence programs in short sprints
- Use multiple lead generation tools
- Regularly review customer interactions to ensure best practice utilization
- Conduct team regular team meetings with a focus on communicating, motivating, educating

Qualifications for inside sales manager

- Work with field sales on complex orders
- Recommend departmental specific procedures
- Create forecast and performance reports and various analyses
- Hold weekly forecast and pipeline reviews
- Produce accurate monthly forecasts

