



# Example of Sales Team Leader Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

Our innovative and growing company is looking for a sales team leader. 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 team leader

- Supervising the day-to-day activities of assigned staff involved in prospecting and building relationships with current clients in order to sell additional conferencing services
- Coach and develop subordinates to achieve quality performance, setting priorities and attaining career development goals
- Work with internal sales staff to determine the most effective campaigns for a geographic area
- Utilize recorded customer contact session to provide ongoing training for staff members
- Identify opportunities to strengthen client relationships and encourage staff to up-sell products and services
- Develop scripts for staff to use in the sales of conferencing products emphasizing up selling, increased billing and highlighting and new products or services
- To work closely with all members of the sales team and drive delivery of the annual sales target which is a combined number across the internal and field sales team
- Working closely with the Internal Sales Team Leader, to accurately forecast sales performance for each territory and report on progress against sales plans and objectives
- To develop and implement sales plans across 3rd party products and other SIMS modules as agreed

market influences

## Qualifications for sales team leader

- This position includes periods of telephone-intensive work and may require sitting for long periods of time
- All prospective employees must pass a background check
- Work with the wider sales management team and key colleagues to maintain a team approach with unified objectives and strategies
- Ensure the sales team continually develop and improve their knowledge, skills and behaviours to help maximise their performance
- Set clear, measurable and achievable targets and objectives, monitor performance and take corrective action where necessary to ensure the field sales team meets target in each main solution area
- Monitor Sales agents performance, skills, capabilities, product knowledge, cost analysis/transaction analysis for staffs and ensure a sales focused mentality within all the staff