



Example of Sales Team Leader Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of sales team leader. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for sales team leader

- Foster teamwork and a culture that accepts and responds rapidly to change, being action oriented
- Successfully hire, train, manage, and develop staff to ensure business needs are met and superior customer service is achieved
- Assign work and allocate resources appropriately and as needed
- Ensure productivity, quality, service metrics and service level agreements are in place to drive continuous improvement
- Develop close working relationships with other members of the business area management team
- Work with leaders to make improvements as needed
- Serve on projects as applicable
- Supervises a group of Inside Sales Representatives responsible for contacting customers via telephone for the purpose of selling products, services, and supplies or demand generation, to achieve unit goals and/or Sales Representatives responsible for managing incoming customer calls and orders
- Responsible for the supervision of sales related activities and resources needed to facilitate the day-to-day efforts of the department and to achieve the business plan
- Applies subject matter knowledge to solve moderately complex issues with established guidelines

Qualifications for sales team leader

- Ability to lead and work as part of a team and provide clear direction to Sales Valets
- Excellent organizational and communication skills, flexible attitude
- Demonstrated leadership and administrative skills
- Ability to coach and mentor Sales Valets
- Knowledge of GMA products preferred
- Should be autonomous in the work