

## **Job Description: Lead Generation and Client Calling Specialist (Domestic Market)**

**Position Title:** Lead Generation and Client Calling Specialist

**Location:** Bhubaneswar / Hyderabad

**Job Type:** Full-Time

**Reporting To:** HR Team EA TECH PVT LTD.

### **Key Responsibilities:**

#### **1. Lead Generation:**

- Research and identify potential domestic clients through various channels, including online directories, social media, and networking platforms.
- Maintain and update a database of leads with accurate and up-to-date information.
- Work closely with the sales and marketing teams to develop targeted lead generation strategies.

#### **2. Client Calling and Engagement:**

- Initiate contact with potential clients through phone calls, emails, and follow-ups.
- Understand client needs, present relevant solutions, and set up meetings or demonstrations for the sales team.
- Handle inquiries and provide relevant information about the company's products or services.

#### **3. Sales Support:**

- Qualify leads and prioritize them based on potential business opportunities.
- Record all client interactions and feedback in the CRM system or using some new technique.
- Collaborate with internal teams to ensure smooth client onboarding and satisfaction.

#### **4. Target Achievement:**

- Meet or exceed daily, weekly, and monthly lead generation and calling targets.
- Provide regular reports on lead status, conversion rates, and other performance metrics.

#### **5. Relationship Building:**

- Develop and maintain strong relationships with prospects to nurture long-term business opportunities.
- Address client concerns effectively and maintain a professional image of the organization.

### **Key Skills and Qualifications:**

- **Educational Background:** Bachelor's degree in business, marketing, or related field.
- **Experience:** 0-1 years of experience in lead generation, telemarketing, or sales roles (preferably in the domestic market).

- **Communication Skills:** Excellent verbal and written communication skills in [Hindi/English].
- **CRM Knowledge:** Familiarity with customer relationship management (CRM) tools is a plus.
- **Proactive Approach:** Self-motivated, goal-oriented, and capable of working independently.
- **Customer-Centric:** Ability to empathize with client needs and deliver exceptional customer service.

### **What We Offer:**

- Competitive salary and performance-based incentives.
- Professional development opportunities.
- Collaborative and inclusive work environment.

### **To Apply:**

Please send your updated resume and a brief cover letter to **[Insert Email Address]** with the subject line *“Application for Lead Generation and Calling Specialist”*.

**Deadline for Application:** 2nd Dec,2024.