1. Established excellent sales ability and strong interpersonal skills with confident and persuasive approach.
2. Recorded contact information of customers and potential customers.
3. Attained $[Number] in sales targets on monthly basis.
4. Made average of [Number] outbound and inbound calls per day.
5. Answered calls, took messages and transferred calls to appropriate individuals.
6. Troubleshot any issues and escalated issues to proper department.
7. Displayed excellent sales skills and understanding of such skills.
8. Performed cold calling and outreach to build sales pipeline.
9. Explained product prices and packages as well as answered questions and addressed concerns of customers.
10. Skilled at client management software and computer dialing.
11. Overcame objections using friendly, persuasive strategies.
12. Generated minimum of [Number] new leads each day
13. Assisted with training and orientation of new employees.
14. Set up appointments with interested customers according to schedule availability.
15. Provided information about available products and services including membership details and purchase advantages.
16. Devoted special emphasis to punctuality and worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
17. Eliminated downtime and maximized revenue by providing top project quality control.
18. Opened new accounts and documented personal, demographic and payment information in system.
19. Drove operational improvements which resulted in savings and improved profit margins.
20. Delivered scripted sales talks to customers reached via manual and automatic dialing systems.