1. Opened new accounts and documented personal, demographic and payment information in system.
2. Provided information about available products and services including membership details and purchase advantages.
3. Attained $[Number] in sales targets on monthly basis.
4. Generated minimum of [Number] new leads each day
5. Established excellent sales ability and strong interpersonal skills with confident and persuasive approach.
6. Set up appointments with interested customers according to schedule availability.
7. Overcame objections using friendly, persuasive strategies.
8. Explained product prices and packages as well as answered questions and addressed concerns of customers.
9. Made average of [Number] outbound and inbound calls per day.
10. Delivered scripted sales talks to customers reached via manual and automatic dialing systems.
11. Offered friendly and efficient service to all customers, handled challenging situations with ease.
12. Demonstrated respect, friendliness and willingness to help wherever needed.
13. Developed team communications and information for meetings.
14. Delivered exceptional level of service to each customer by listening to concerns and answering questions.
15. Worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
16. Maintained excellent attendance record, consistently arriving to work on time.
17. Handled [number] calls per [timeframe] to address customer inquiries and concerns.
18. Worked closely with [job title] to maintain optimum levels of communication to effectively and efficiently complete projects.
19. Managed quality assurance program, including on-site evaluations, internal audits and customer surveys.
20. Developed and maintained courteous and effective working relationships.