

Job Description - Business Development Executive

Company : AltF CoWorking

Profile : Business Development Executive

Job Details:

- Location: AltF Empire Square - Sikanderpur Metro Station
- Salary: 3.5 to 6 LPA depending on skill set and experience
- Designation: Business Development Executive
- Location: Gurgaon
- Experience: 1year - 3year
- Industry: Any
- Requirement: Immediate
- Website: www.altfspaces.com

About AltF Coworking :

AltF Coworking is one of the fastest growing companies in the Co-working office space industry. AltF has opened 10 coworking centers in the last 1 year and expanding at a tremendous rate.

AltF has served over 400 businesses so far. It is known to deliver affordable office space to startups and SMBs with a team size of 1-100 members.

Covered by Yourstory, LBB, lamwire, Inc42 and many other news and media areas for doing amazingly well in the past 1 year.

Job brief

We are looking for Business Development Executive to drive sustainable financial growth through boosting sales and forging strong relationships with clients.

Responsibilities :

1. Exploring, identifying and securing new business opportunities.
2. Contacting potential clients through cold calls and emails
3. Pitching the right office space option as per client requirement
4. Creating proposals and presentations for potential clients as per their requirement.
5. Conducting and setting up client meetings if and when required.
6. Building business relationships with current and potential clients.
7. Developing targeted sales strategies focused both on financial gain and customer

satisfaction, which are in line with internal targets set by the company.

9. Collaborating with management on sales goals, planning, and forecasting

Requirements :

- Minimum 1 year of Business Development/ Sales experience, preferably with relevant experience in the real estate industry
- Strong Communication Skills
- Strong client relationship management skills
- Excellent negotiation skills
- Have a desire to make a significant contribution to a rapidly growing organization
- Experience in pulling off client data and approaching from scratch
- Proven ability to work independently
- A pro-active self-starter who can operate both individually and as part of a team.
- Superior presentation and excellent oral and written communication skills.