

JOB DESCRIPTION

Position:	Tele-caller
Reports to:	Team Leader
Location:	Delhi
Job Summary	
Key Responsibilities	<ul style="list-style-type: none">• To make minimum of 100-120 outbound calls on the given data to Retain and Acquire donors.• To do proper follow ups after generating the leads.• Call donors on various campaigns run by the organization.• To achieve the targeted numbers in terms of donors as well as income.• Responsible for working on donor acquisition and retentions as per target given by team leader.• To abide the organization's norms and policies
Age Criteria	20-40 Years
Targets	Will be given at the time of joining.
Qualification & Experience	Graduate /(MBA Preferred) EXP: 0-1 year of experience in relevant field/sales & Marketing /Direct Sales
Working condition	Tele calling and tele-facing
Skills & Competencies	Skills and Competencies <ul style="list-style-type: none">• Self-driven and highly performance oriented.• Excellent written and verbal communications skills• Skills in making effective face to face presentations to individual donors• Ability to persuade, network and negotiate with stakeholders.• Understand the vision, mission and goals of the organization.

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| | <ul style="list-style-type: none">• Cross-cultural understanding• Willingness to work odd hours if necessary• Basic knowledge of computer would be desirable• Good time-management and ability to work to tight deadlines |
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