

OUTCALL SALES COORDINATOR

- Conduct a specified number of face-to-face meetings with prospective clients per week/month
- Track the number of meetings scheduled, attended, and successfully completed
- Monitor meeting outcomes, including client interest levels and feedback received
- Gather comprehensive information about client requirements, preferences, and objectives during meetings
- Document client feedback and key insights gathered during discussions
- Assess the alignment between client needs and studio rental services offered
- Deliver compelling presentations of studio rental services, highlighting key features and benefits
- Evaluate client engagement and response during presentations
- Customize presentations based on client preferences and specific requirements
- Successfully negotiate terms, pricing, and contract terms with prospective clients
- Track negotiation progress and outcomes, including concessions made and agreements reached
- Secure favorable terms and conditions while ensuring alignment with company policies and objectives
- Achieve a specified sales target or quota for studio rental bookings
- Monitor the number of deals closed and revenue generated from sales efforts
- Assess the effectiveness of closing techniques and strategies in converting prospects into clients
- Establish and maintain strong relationships with clients through ongoing communication and follow-up
- Monitor client satisfaction levels and gather feedback on services provided
- Address client inquiries, concerns, and requests in a timely and professional manner
- Maintain an organized and updated sales pipeline, tracking the progress of each prospective client
- Monitor the movement of prospects through the sales funnel, from initial contact to closing
- Identify opportunities for upselling or cross-selling additional services to existing clients