



**Part Time - Telemarketing Representative**

**Job Summary:**

We are hiring a part time Telemarketing Representative to join our inbound sales team. We're looking for an upbeat, motivated person who gets inspired by the idea of commission. You will generate a minimum of 5 leads per day and make follow-up calls when appropriate to close sales. We are seeking experienced telemarketers, but if you only have inside sales experience, we are willing to interview you to.

**Responsibilities:**

- Place phone calls to potential clients from our corporate directory and prospective trainee listings
- Perform script (with necessary adjustments) to ensure consistency of sales programme
- Answer potential clients' technical questions
- Set appointments with prospective customers based on our sales associates' schedules
- Communicate any problems, concerns or questions to supervisory staff
- Refer customer complaints to supervisor for quality control
- Communicate respectfully and politely with potential customers at all times

**Skills Required:**

- Diploma / STPM required
- Minimum 1 year experience in sales (lead generation preferred)
- Able to communicate well in English and Mandarin
- Excellent phone manner and articulation
- Ability to submit detail calling report on daily basis
- Results-driven and willing to work on basic salary and commission basis
- Ability to cope with rejection on a daily basis

| TASKS                | RATE    |
|----------------------|---------|
| Telemarketing / Hour | RM10.00 |

