



The People Mosaic

Where People Become Possibilities

Job Title: Internal Sales Executive

Location: Pune (In-Office)

Salary: ₹25,000 per month

Experience: 0–2 years (Freshers with strong communication skills can apply)

Working Type: 6 – Days Working

About the Role

We are looking for a confident and proactive **Internal Sales Executive** who can effectively engage with clients, conduct meetings, and deliver impactful presentations. This role suits someone with a technical background who enjoys selling and building client relationships.

Key Responsibilities

- Connect with leads via calls, emails, and virtual/in-person meetings
- Conduct **sales meetings and product presentations** for clients
- Understand client requirements and offer suitable solutions
- Create and deliver **presentations (PPTs)** tailored to client needs
- Maintain a strong follow-up cycle to drive conversions
- Coordinate with internal teams for smooth order processing
- Track leads, meetings, and conversions systematically

Performance Expectations

- Achieve **monthly sales targets and conversion goals**
- Maintain strong **lead-to-conversion ratios**
- Ensure high **responsiveness and follow-up discipline**
- Contribute to overall **revenue growth through active selling**

Requirements

- Excellent **communication and presentation skills**
- Confidence in handling **client meetings and negotiations**
- Proficiency in MS PowerPoint / Google Slides
- **Electrical Engineering degree or Diploma preferred**
- Sales-oriented mindset with a target-driven approach
- Organized, proactive, and result-focused

What We're Looking For

- Someone who can **present, persuade, and close**
- A **go-getter attitude** with strong ownership
- Ability to simplify technical concepts for clients
- Comfortable working in a fast-paced, in-office setup