

-: Job Descriptions: -

Hiring for “Taralkshira Pvt Ltd” Greater Noida West.

Sales Lead: - *(Prefer Automobile industry and OEM / OEM Supplier)*

We are seeking a dynamic and results-oriented Sales Lead to join our team and drive the sales efforts for our DEF (Example: Diesel Exhaust Fluid) product line. The ideal candidate will be a self-starter with a proven track record in B2B sales, strong leadership skills, and a deep understanding of the DEF market. The Sales Lead will play a crucial role in expanding market share, building and maintaining client relationships, and achieving sales targets.

Responsibilities:

1. Market Analysis and Strategy:

- Conduct thorough market research to identify potential clients, industry trends, and competitive landscape.
- Develop and implement effective sales strategies to position our DEF product as a market leader.

2. Lead Generation and Prospecting:

- Generate leads through various channels, including networking, cold calling, and digital marketing.
- Collaborate with the marketing team to create targeted campaigns that attract and engage potential clients.

3. Client Relationship Management:

- Build and maintain strong, long-lasting relationships with key clients.
- Understand client needs and provide customized solutions to meet their specific requirements.
- Address client concerns and ensure high levels of customer satisfaction.

4. Sales Performance and Reporting:

- Set ambitious sales targets and work towards achieving or exceeding them.
- Regularly analyze sales performance metrics and provide detailed reports to the management team.
- Implement corrective measures and strategies to enhance sales effectiveness.

5. Team Leadership:

- Lead and motivate the sales team to achieve individual and collective sales goals.
- Provide guidance, coaching, and training to team members to enhance their performance and skills.

6. Collaboration:

- Collaborate with cross-functional teams, including marketing, product development, and customer support, to ensure a seamless customer experience.
- Provide valuable input to product development based on market feedback and trends.

7. Budget Management:

- Manage and optimize the sales budget to maximize ROI.
- Ensure cost-effective utilization of resources in sales activities.

Qualifications:

- Bachelor's degree in Business, Marketing, or a related field (MBA is a plus).
- Proven experience in B2B sales, with a focus on industrial or chemical products.
- Strong understanding of the DEF market and related industries.
- Excellent leadership and team management skills.
- Exceptional communication and negotiation skills.
- Demonstrated ability to develop and execute successful sales strategies.
- Analytical mindset with proficiency in using sales performance metrics for decision-making.
- Ability to travel as needed.

Sales Executive: - *(Prefer Automobile industry and OEM / OEM Supplier)*

- Ability to travel as needed.

We are looking for a motivated and dynamic Sales Executive to join our team and contribute to the growth of our DEF (Diesel Exhaust Fluid) product sales. The ideal candidate will be a proactive and results-driven individual with a strong background in sales, excellent communication skills, and a passion for building relationships with clients. As a Sales Executive, you will play a key role in driving revenue and expanding our market presence in the DEF industry.

Responsibilities:

1. Prospecting and Lead Generation:

- Identify and research potential clients in the target market.
- Actively prospect and generate leads through various channels, including cold calling, email campaigns, and networking.

2. Client Engagement:

- Initiate and maintain effective communication with prospective and existing clients.
- Conduct product presentations and demonstrations to showcase the features and benefits of our DEF product.

3. Sales Cycle Management:

- Manage the entire sales process from lead generation to closing deals.
- Provide timely and accurate information to clients, addressing inquiries and concerns throughout the sales cycle.

4. Sales Targets:

- Work towards achieving monthly and quarterly sales targets.
- Develop and implement strategies to meet or exceed sales goals.

5. Relationship Building:

- Build and nurture strong relationships with clients to understand their needs and preferences.
- Act as a trusted advisor, offering solutions that align with clients' business objectives.

6. Market Intelligence:

- Stay informed about industry trends, competitor activities, and market conditions.
- Provide feedback to the team regarding market insights and customer requirements.

7. Collaboration:

- Collaborate with the marketing team to support promotional activities and campaigns.
- Work closely with internal teams to ensure seamless customer onboarding and satisfaction.

8. Documentation and Reporting:

- Maintain accurate and up-to-date records of client interactions and sales activities.
- Prepare regular reports on sales performance and provide insights for improvement.

Qualifications:

- Bachelor's degree in Business, Marketing, or a related field.
- Proven experience in sales, preferably in the industrial or chemical products sector.
- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Results-oriented with a focus on meeting and exceeding sales targets.
- Proficiency with Microsoft Excel, Familiarity with CRM tools and sales software is a plus.
- Willingness to travel as required.

Operation Executive: -

We are seeking a detail-oriented and highly organized Operations Executive to join our team, focusing on the DEF (Diesel Exhaust Fluid) product line. The successful candidate will play a crucial role in ensuring the smooth and efficient operational processes related to the production, distribution, and logistics of DEF products. If you have a strong background in operations management and a passion for maintaining high standards of efficiency, quality, and safety, we invite you to apply.

Responsibilities:

1. Production Coordination:

- Oversee and coordinate the production of DEF products, ensuring adherence to quality standards and production schedules.
- Collaborate with the production team to optimize processes and minimize downtime.

2. Inventory Management:

- Maintain accurate records of inventory levels and monitor stock levels of DEF products.
- Implement inventory control measures to prevent shortages or excess stock.

3. Logistics and Distribution:

- Coordinate with logistics partners to ensure timely and cost-effective transportation of DEF products.
- Optimize distribution networks to meet customer demand efficiently.

4. Quality Control:

- Implement and oversee quality control measures in the production and distribution processes.
- Collaborate with quality assurance teams to address and resolve any product quality issues.

5. Regulatory Compliance:

- Stay informed about regulations and standards related to DEF products.

- Ensure compliance with safety and environmental regulations in all operational activities.

6. Process Improvement:

- Identify opportunities for process improvement and cost reduction in operations.
- Implement and monitor initiatives to enhance overall operational efficiency.

7. Documentation and Reporting:

- Maintain accurate and up-to-date records of production, inventory, and distribution activities.
- Prepare regular reports on operational performance for management review.

8. Team Collaboration:

- Collaborate with cross-functional teams, including sales, marketing, and finance, to ensure seamless coordination across departments.
- Provide support and information to other teams as needed.

Qualifications:

- Bachelor's degree in Operations Management, Supply Chain Management, or a related field.
- Proven experience in operations management, preferably in the chemical or industrial products sector.
- Strong analytical and problem-solving skills.
- Excellent organizational and time management abilities.
- Familiarity with regulatory requirements for chemical products is a plus.
- Proficiency in using Microsoft Excel, ERP systems and other relevant software.
- Effective communication skills and ability to work in a collaborative team environment

Telecaller: -

We are looking for a proactive and results-driven Telecaller to join our team and contribute to the success of our DEF (Diesel Exhaust Fluid) product sales. The ideal candidate will possess excellent communication skills, a persuasive attitude, and a customer-centric approach. As a Telecaller, you will be responsible for reaching out to potential customers, providing information about our DEF products, and generating leads for the sales team. If you enjoy engaging with people over the phone and have a passion for achieving targets, we invite you to apply.

Responsibilities:

1. Outbound Calls:

- Make outbound calls to potential customers to introduce and promote our DEF product offerings.
- Engage in conversation to understand customer needs and address inquiries effectively.

2. Lead Generation:

- Generate and qualify leads through telephonic interactions.
- Collect and document relevant customer information for further follow-up by the sales team.

3. Product Knowledge:

- Acquire a comprehensive understanding of our DEF products and be able to communicate their features and benefits to potential customers.

4. Customer Relationship Management:

- Build and maintain positive relationships with customers through regular follow-up calls.
- Provide excellent customer service and address customer concerns or queries.

5. Achievement of Targets:

- Work towards achieving daily, weekly, and monthly targets for lead generation and conversion.
- Collaborate with the sales team to ensure a smooth handover of qualified leads.

6. Data Maintenance:

- Accurately record and update customer information in the CRM system.
- Ensure data integrity and completeness for effective sales tracking.

7. Feedback and Reporting:

- Provide feedback to the marketing and sales teams based on customer interactions.
- Prepare regular reports on call activities, lead generation, and conversion rates.

8. Adherence to Scripts and Guidelines:

- Follow provided scripts and guidelines for effective communication.
- Ensure consistency in messaging and branding during customer interactions.

Qualifications:

- Any Graduate.
- Proven experience as a telecaller or in a similar customer-facing role.
- Excellent verbal communication skills and a friendly, persuasive demeanor.
- Ability to handle rejection positively and persistently pursue lead generation goals.
- Basic computer skills and familiarity with CRM software.
- Goal-oriented and self-motivated with a desire to achieve targets.
- Ability to work in a team-oriented and collaborative environment.

Accountant: -

We are seeking a detail-oriented and experienced Accountant to join our team and manage the financial aspects of our DEF (Diesel Exhaust Fluid) product line. The ideal candidate will have a strong background in accounting, exceptional organizational skills, and a keen eye for accuracy. As the Accountant for DEF products, you will play a vital role in maintaining financial records, preparing reports, and ensuring compliance with accounting principles and regulations.

Responsibilities:

1. Financial Record Maintenance:

- Manage and maintain accurate financial records for DEF product-related transactions.
- Ensure timely and accurate entry of financial data into the accounting system.

2. Accounts Payable and Receivable:

- Process accounts payable and receivable transactions related to DEF product sales and purchases.
- Reconcile vendor and customer accounts and address any discrepancies.

3. Budgeting and Forecasting:

- Assist in the preparation of budgets and financial forecasts for DEF product-related activities.
- Monitor actual performance against budgeted figures and provide variance analysis.

4. Cost Analysis:

- Analyze costs associated with the production, distribution, and marketing of DEF products.
- Provide insights into cost-saving opportunities and efficiency improvements.

5. Financial Reporting:

- Prepare accurate and timely financial reports, including profit and loss statements and balance sheets.

- Present financial information to management for decision-making purposes.

6. Tax Compliance:

- Ensure compliance with tax regulations related to DEF product transactions.
- Assist in the preparation of tax returns and provide support during audits.

7. Audit Support:

- Collaborate with internal and external auditors to provide necessary documentation and support for audits.
- Implement recommendations from audit reports to enhance financial controls.

8. Process Improvement:

- Identify opportunities for process improvement within the accounting function.
- Implement best practices to enhance efficiency and accuracy.

Qualifications:

- Bachelor's degree in Accounting, Finance, or a related field.
- Proven experience as an accountant, preferably in a manufacturing or industrial setting.
- Solid understanding of accounting principles and financial reporting standards.
- Proficiency in accounting software and Microsoft Excel.
- Strong analytical and problem-solving skills.
- Excellent attention to detail and organizational abilities.
- Effective communication skills to interact with cross-functional teams.
- Knowledge of relevant regulations and compliance requirements in the DEF industry is a plus.

Logistics Executive: -

We are seeking a detail-oriented and proactive Logistics Executive to join our team, focusing on the DEF (Diesel Exhaust Fluid) product line. The ideal candidate will have a strong background in logistics and supply chain management, with the ability to optimize transportation, distribution, and inventory processes. As a Logistics Executive for DEF products, you will play a key role in ensuring the efficient and timely movement of products from production to delivery points, meeting customer expectations and industry standards.

Responsibilities:

1. Supply Chain Coordination:

- Coordinate and optimize the end-to-end supply chain for DEF products, from production to distribution.
- Collaborate with production, procurement, and distribution teams to ensure seamless operations.

2. Transportation Management:

- Plan and oversee transportation routes for DEF product delivery, considering cost-effectiveness and timely delivery.
- Liaise with carriers and logistics partners to ensure reliable and efficient transportation services.

3. Inventory Control:

- Monitor and manage DEF product inventory levels to prevent shortages or excess stock.
- Implement inventory control measures and reorder points for optimal stock levels.

4. Order Fulfillment:

- Process and track customer orders for DEF products, ensuring accurate and on-time delivery.
- Coordinate with the sales and customer service teams to address order inquiries and changes.

5. Customs and Regulatory Compliance:

- Ensure compliance with customs regulations and other relevant legal requirements for DEF product transportation.
- Work closely with regulatory authorities to address any compliance issues.

6. Documentation and Record Keeping:

- Maintain accurate records of shipments, inventory levels, and transportation schedules.
- Prepare and submit required documentation for shipments, including invoices and shipping manifests.

7. Vendor Management:

- Manage relationships with logistics service providers, negotiating contracts and rates.
- Evaluate and select new logistics partners as needed.

8. Continuous Improvement:

- Identify opportunities for process improvement in logistics and supply chain operations.
- Implement best practices to enhance efficiency and reduce costs.

Qualifications:

- Bachelor's degree in Logistics, Supply Chain Management, or a related field or any field.
- Proven experience in logistics and supply chain management, preferably in the chemical or industrial products sector.
- Strong knowledge of transportation regulations, customs procedures, and supply chain best practices.
- Proficiency in using logistics and inventory management software.
- Excellent organizational and problem-solving skills.
- Effective communication skills for collaboration with internal teams and external partners.
- Detail-oriented with a focus on accuracy and compliance.

Warehouse Executive: -

We are currently seeking a dedicated and detail-oriented Warehouse Executive to join our team, overseeing the warehouse operations for our DEF (Diesel Exhaust Fluid) product line. The ideal candidate will have a strong background in warehouse management, with the ability to optimize storage, distribution, and inventory processes. As a Warehouse Executive for DEF products, you will play a critical role in ensuring the efficient and organized handling of products within the warehouse.

Responsibilities:

1. Warehouse Operations:

- Oversee day-to-day warehouse activities, including receiving, storing, and distributing DEF products.
- Ensure compliance with safety and quality standards in all warehouse operations.

2. Inventory Management:

- Implement effective inventory control measures to track and manage DEF product stock levels.
- Conduct regular stock checks, cycle counts, and reconciliation to maintain accuracy.

3. Order Fulfillment:

- Coordinate with the logistics and sales teams to fulfill customer orders accurately and on time.
- Prepare and pack DEF products for shipment in compliance with customer requirements.

4. Quality Assurance:

- Enforce quality control procedures to ensure DEF product integrity during storage and handling.
- Collaborate with the quality assurance team to address and resolve any product quality issues.

5. Equipment Maintenance:

- Oversee the maintenance and proper use of warehouse equipment, such as forklifts and pallet jacks.
- Arrange for necessary repairs or replacements as needed.

6. Safety Compliance:

- Ensure compliance with safety regulations and guidelines in all warehouse activities.
- Conduct regular safety training for warehouse staff and enforce safety protocols.

7. Documentation and Reporting:

- Maintain accurate and up-to-date records of inventory, shipments, and warehouse activities.
- Prepare regular reports on warehouse performance for management review.

8. Team Management:

- Lead and supervise warehouse staff, providing guidance and training as necessary.
- Foster a positive and collaborative work environment within the warehouse team.

Qualifications:

- Bachelor's degree in Logistics, Supply Chain Management, or a related field or Any filed.
- Proven experience in warehouse management, preferably in the chemical or industrial products sector.
- Familiarity with warehouse management systems and inventory control software.
- Strong knowledge of safety regulations and best practices in warehouse operations.
- Excellent organizational and multitasking skills.
- Effective communication skills for coordinating with internal teams and external partners.
- Detail-oriented with a focus on accuracy in inventory management and order fulfillment.