



# Job Profile

## Tele Caller Sales (Female)



<b>Name of Company</b>	<b>GEM Enviro Management Limited</b> GEM Enviro Management Ltd (“GEM”), a listed company on BSE SME exchange is in the business of waste management, EPR services and sustainability.  GEM is based out of Delhi and it works with more than 100 clients and its client base consists of leading organizations such as PepsiCo, Varun Beverages, Coca-Cola, Bisleri, Honasa Consumer, National Fertilizers, etc
<b>Name of Position</b>	<b>Tele Caller Sales (Female)</b>
<b>Location</b>	<b>Unit-203, Plaza-3, Central Square, Bara Hindu Rao, Delhi-110006</b>
<b>Job Profile</b>	<ol style="list-style-type: none"><li><b>Customer Engagement:</b> Reach out to prospective and existing clients to introduce and explain our services, including industrial waste management, EPR solutions etc.</li><li><b>Lead Generation:</b> Identify potential business opportunities through cold calling, inquiries, online research and referrals.</li><li><b>Sales Support:</b> Work alongside the sales team to schedule meetings, update client information, and prepare necessary follow-up documents.</li><li><b>Data Management:</b> Accurately record client interactions, feedback, and queries.</li><li><b>Target Achievement:</b> Consistently meet or exceed daily, weekly, and monthly call and conversion goals.</li></ol>
<b>Desired Skill &amp; Qualifications</b>	<ul style="list-style-type: none"><li>● Graduate</li><li>● Outstanding verbal and written communication skills in English and Hindi, with the ability to confidently engage and persuade clients.</li><li>● Proficiency with CRM tools and Microsoft Office (Word, Excel) / Emailing</li></ul>
<b>Experience</b>	Minimum of 3 years in tele calling, preferably in waste management, recycling, or a related field.
<b>Salary</b>	<b>Rs. 25K CTC or as per the candidate’s profile and will not be a constraint for the right candidate.</b>

Share your resume at [hr@gemrecycling.com](mailto:hr@gemrecycling.com) or WhatsApp on : 9599941946