https://tradestarexports.com/job/business-development-executive/

Business Development Executive-Female

Hiring organization
Trade Star Exports

Employment Type
Full-time

Industry
Home Decor & Textile

Job Location
H1-1256, Sitapura Industrial Area, Phase III, 302022, Jaipur, Rajasthan, India

Working Hours
8 Hours

Base Salary
₹ 12000 - ₹ 22000

Date posted
July 4, 2025

Description

We are looking for a motivated and enthusiastic **Business Development Executive** to help grow our business by identifying new sales opportunities, building client relationships, and converting leads into customers. You will be responsible for increasing revenue and expanding our market reach.

To be successful as a business development executive, you should attend networking events with the intention of attracting and retaining clientele. Ultimately, an outstanding business development executive will keep a close eye on clients\' feedback to ensure that our products and services always exceed expectations.

Responsibilities

Key Responsibilities:
Handle and follow up on daily inbound B2B leads from platforms such as IndiaMART.

Understand client needs and provide relevant product information and quotations

Build trust and relationships with potential buyers through effective communication

Convert inquiries into confirmed orders through timely follow-ups and negotiations

Coordinate with internal teams (production, dispatch, accounts) to ensure client satisfaction

Maintain accurate records of client interactions and lead status in CRM or tracking sheets

Meet and exceed monthly sales conversion targets

Provide feedback on customer trends and competitor activity to management

Qualifications

- Graduate in Business, Marketing, Commerce, or related field
- 1–3 years of experience in business development or sales