

# Job Description Inside Sales Manager

May 2021



## About GlobalStar Travel Management

GlobalStar is a truly Worldwide Travel Management organisation, operating in more than 3,500 locations in over 85 countries across the globe. Our combined turnover, in excess of US \$14 Billion allows us to drive significant buying power, adding value to corporate travel programmes. Championed by consistent service levels and cohesive solutions around the world, we are the Partner of choice.

## About the role

We are looking to recruit an Inside Sales Manager and would like to speak to experienced and talented tele-sales people with prior experience and skills in the business travel industry. In this position, you will identify, qualify, and build new sales pipelines on a regional and global basis. To succeed you will need to have a hunter instinct and enjoy the thrill of identifying new sales opportunities, together with strong communication skills and a demonstrable track record of success.

## What you'll do

- Identify and engage with decision makers via LinkedIn, tele-sales, tele-marketing, email campaigns and other strategies as appropriate
- Accurately qualify leads based on a pre-defined criteria
- Build and maintain a strong regional and global pipeline of qualified leads with decision makers
- Book meetings with decision makers on behalf of local market sales teams
- Follow up with local market sales teams to ensure records are updated and next steps are tracked
- Identify, build and maintain a timeline for contract expiry, contract renewal and forthcoming RFP's
- Maintain client / past RFP contact lists
- Report directly to the Vice President, Global Sales and Services to provide pipeline and status updates
- Take ownership for the CRM, ensuring that all records are entered and updated regularly and ongoing
- Collaborate internally and expand the company brand awareness
- Constantly seek to meet and exceed sales targets
- Undertake special projects from time to time as required by the business

## What you'll bring

- Tenacity, self motivation and a can-do attitude
- Ability to think strategically and drive to exceed sales targets
- A proactive, results orientated approach
- A hunter instinct to build and develop pipelines
- Confidence to make outbound calls to new and potential customer leads to drive sales
- Experience of building solid relationships with mid-level and senior DM's in SME and Corporate businesses
- A self-starter attitude, with creativity and curiosity
- Focus and openness to work both independently and collaboratively across the business
- Excellent communication and interpersonal skills
- Excellent administration and organisational skills
- Strong experience of CRM tools
- The ability to professionally represent the company both internally and externally
- MS Office PowerPoint and Excel skills to a high level

## Job Details and Benefits:

- A full-time, home based role
- Working Hours: Monday- Friday, 9.00am- 5.30pm
- 25 days holiday per annum plus bank holidays
- Salary negotiable depending on experience

To be considered for this position, please send your CV and covering letter to [recruitment@globalstartravel.com](mailto:recruitment@globalstartravel.com)

**GlobalStar**  
Travel Management