



## **About Keka**

Keka has been a silent revolution in the making from our launch 7 years ago. Our steadfast focus on building an employee-centric HR platform was well received by more than 3500 businesses across India and the world. Today we are India's #1 platform in the segment with the greatest number of new customers adopting the platform. All with zero advertising spend and pure customer love. We are an organization built by our employees. The passion and the extreme ownership that our people bring to the table are contagious. We don't hide and we aren't afraid to ask for help. When we fail, we learn, adapt, and do better in the future. This open culture encourages our people to innovate, regardless of their function and across departmental boundaries.

We're looking for a result-driven SDR to actively seek new business opportunities, and engage and build relationships with potential customers. You will provide complete and appropriate solutions/options for every potential customer to boost top-line revenue growth, customer acquisition levels, and profitability.

## **Responsibilities – Sales Development Representative (Intern)**

1. You will be the first point of contact for all the incoming product inquiries.
2. Communicating with customers, making calls to potential customers, and following up on leads.
3. Understanding customers' needs and identifying sales opportunities.
4. Proven multitasking skills with the ability to handle multiple mediums of communication simultaneously including phone, email, and chat while working in a fast-paced environment.
5. Answering potential customers' questions and sending additional information per email.
6. Keeping up with product and service information and updates.
7. Creating and maintaining a database of current and potential customers.
8. Explaining and demonstrating features of products and services.
9. Staying informed about competing products and services.
10. Scheduling maximum number of qualified demos.
11. Researching and qualifying new leads.
12. Closing sales and achieving sales targets.

## **Requirements**

1. Excellent communication and negotiation skills.



2. Clarity of thought and excellent learning potential.
  3. Ability to deliver engaging conversations and presentations.
  4. Multiple sales prospecting techniques like Inbound calling, emailing, and social outreach (LinkedIn and Other professional platforms).
  5. Fair understanding of sales performance metrics.
  6. Qualifying leads from marketing campaigns as sales opportunities.
  7. Presenting the company to potential prospects.
  8. Stipend (Internship duration) – **15k**
  9. Selected candidates will have to go through **6 months – 12 months** of internship and post successful internship he/she will be absorbed as a full-time employee for CTC of **upto 6 LPA.**
10. Bond: The candidates need to sign a **Service Agreement** for **18 Months** after they join us as Full-Time Employees (After the completion of Internship /Probation Period)
11. Location – Offline Hyderabad.