



SALES COORDINATOR - INDIA

US

D.light (www.dlightdesign.com) is seeking passionate and talented professionals to contribute to one of the world's leading social enterprises. This position is based in **New Delhi, India**. The Sales Coordinator is the lead executor on high-priority sales leads and activities and will work closely with our regional Sales teams, Marketing, Finance and Business Development teams and report to the Head - Business Development.

This position is an incredible opportunity to impact millions of people. Our goal is to eradicate kerosene lanterns and to boost household productivity by providing energy to all families. To do this we will become the market leader in delivering safe and affordable lighting and power solutions to over 1.6 billion people who currently do not have access to electricity. In India we are launching a product line of improved lighting and energy solutions to 78 million families still using kerosene lanterns. From there we will expand to a platform of power products.

The company is funded by both Silicon Valley and Indian investors including Mahindra & Mahindra, Nexus India Capital, Acumen Fund, Garage Technology Ventures, Draper Fisher Jurvetson, and Gray Matters Capital, and we have offices across three continents.

YOU

You will work full-time in D.light's headquarters in New Delhi and work cross-functionally with Regional Sales teams, Marketing, Business Development and Finance.

You will be an integral part of D.light's efforts to deepen our impact in existing markets, expand to new markets, and help the company reach its very aggressive sales targets in India. You will be primarily responsible for:

- Respond, as first point of contact, to the growing number of "warm sales leads" that come through email, phone and our regional sales teams
- Grow sales and improve customer relationships
- Articulate D.light's vision and mission, as well as alignment between customer needs and D.light products for NGOs, corporates, institutions, distributors, etc.
- Manage execution of sales leads
 - Be the link between clients and D.light
 - Drive, track and close sales deals
 - Manage logistics of orders including follow up with transporters, advising and obtaining permits and troubleshooting
 - Coordinate with internal teams to best address client needs
 - Process sales requests and orders for large volume deals
 - Work with marketing team to provide marketing support to key clients

- Determine strategic importance of sales leads, understanding right product mix to pitch to customer
- Ensure customer satisfaction with rapid delivery and answering any question
- Be accountable to monthly sales targets
- Report on weekly and monthly sales execution and achievements, both on your sales as well as company-wide sales
- Other projects, as this position evolves with the company.

QUALIFICATIONS

You are passionate about D.light's mission to develop high quality solutions for families living without adequate electricity.

You should have the following qualifications:

- 2-5 years of sales experience in the Indian market, preferably with products reaching rural India
- Minimum Bachelor's degree; MBA or related graduates also encouraged to apply
- Strong comfort with Microsoft Office, particularly Microsoft Excel; familiarity with Salesforce a plus
- Exceptional communication, CRM and analytical skills
- Polite, customer-focused and willing to go the extra distance to mature a sales lead
- Detail-oriented, highly-motivated, independent worker and able and interested in working in a cross-functional team
- Excellent written and oral English communication skills as well as native fluency in Hindi
- Desire to work in social enterprise
- Enjoys the fast-paced, high-pressure environment of a start-up

QUALIFICATION MATRIX

Technical Skills	Experience in/Aptitude for	Vital Skill Set	Required Skill Set	Management Exposure
Sales	Grow Sales & Improve Customer Relationships			
	Determine strategic importance of sales leads, understanding right product mix to pitch to customer	✓		
	Manage execution of sales leads	✓		
	Be accountable to monthly sales targets	✓		
	Respond, as first point of contact, to the growing number of "warm sales leads" that come through email, phone and our regional sales teams	✓		

Technical Skills	Experience in/Aptitude for	Vital Skill Set	Required Skill Set	Management Exposure
Sales	Report on weekly and monthly sales execution and achievements, both on your sales as well as company-wide sales	✓		
	Sales Analysis: Tracking client specific monthly sales; one time vs. recurring business		✓	
Communication	Articulate D.light's vision and mission, as well as alignment between customer needs and D.light products for NGOs, corporates, institutions, distributors, etc.	✓		
	Ensure customer satisfaction with rapid delivery and answering any question		✓	
Soft skills		Vital	Essential	Desirable
Leadership Skills/ Presentation Skills		✓		
Organized/Methodical/Analytic Ability		✓		
Global & Multi-cultural Experience			✓	
Knowledge of Local Language (Hindi)		✓		

INTERVIEWS

Applications should be emailed to hr-india@dlightdesign.com with the subject line: "Sales Coordinator (India)". Qualified applicants will be contacted regarding the interview process within 2-4 weeks. Please include a resume, a statement of interest and current and expected compensation in your email.

COMPENSATION

Compensation is commensurate with experience level.

Are you excited? Are you ready to change the world?

