

Sales Operations Specialist

MedGenome Inc. offers a vibrant research environment utilizing next-generation sequencing (NGS). Our challenging workspace provides opportunities to enhance and expand one's skill sets and the flexibility to work across the teams. We are currently on a look out for a dynamic and result-driven "Sales Operations Specialist" for our Sales Department.

Key Responsibilities


- To partner with key stakeholders to develop, implement and execute sales strategy in alignment with MedGenome's overall goals
- Ability to work closely with cross-functional teams to keep abreast of technical developments and provide field insights for efficient continuous improvement
- Act as a point of contact for external customers and vendors
- Aid in Sales Training and Manage smooth onboarding of new sales recruits
- Ability to do Quick follow-ups and demonstrate creative problem-solving skills
- Actively participate in technical support activities and customer service efforts and help in enhancing or streamlining workflows
- Must have demonstrated abilities to track revenue, reports and build market insight reports
- Exposure to CRM tools is an added advantage
- Help marketing team in keeping track of Lead Conversions
- Responsible for account management, opportunity creations and identification of key prospects
- Keep track of Monthly, Quarterly, and yearly Targets
- Track and analyse sales KPIs for business growth, work along with sales leadership in optimizing and enhancing sales effectiveness
- Manage sales proposals, track customers, and work along with other departments or stakeholders with pertinent expertise
- Collaborate with Finance, HR and pre-sales support team
- Organise, plan, and keep track of Key Sales meeting
- Take up additional responsibilities as assigned by management

Desired skills for this role

- Should have exposure to Sales CRM tools (Know-how of Salesforce CRM is an advantage)
- Ability to adapt to our fast-paced environment
- Commit to MedGenome's Business Conduct and ethics
- Understand all state, federal and regulatory guidelines, standards, and laws and adhere to all compliance codes
- Ability to travel as and when required
- Valid Driver's License
- Exposure to other sales tools and software application in relation to sales are an added advantage


Please e-mail your CV to careers-us@medgenome.com

Get in touch

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