



Host Employer: Kimbo Corporate Pte Ltd
Internship Position: Inside Sales Specialist – Commercial Advisor Support
Industry: Management Consulting
Department: Management
Duration: Between early May to end Aug
(minimum 10 weeks internship)
Internship Location: Singapore
Job Code: A180
Company Website: <http://kimbocorp.com>

kimbocorp is a holistic commercial venture platform, designed to provide holding company structures so that you can benefit from the financial and strategic efficiencies that a holding structure offers.

Our vision is to enable every individual to be equipped with commercial capabilities so that anyone can leverage the safe, stable, and efficient systems that a country like Singapore offers.

Job Summary

We are seeking a proactive and strategic Inside Sales Specialist to support our team of Commercial Advisors in building and managing their own "Book of Businesses." This critical role involves creating systems and processes to identify, understand, and disseminate potential client profiles to dozens of Commercial Advisors, empowering them to succeed at scale.

Related Disciplines

FB, BBA, MM

Key Duties and Responsibilities

Key Responsibilities:

1. Client Profile Development:
 - Research and understand various client profile types, including their motivations, pain points, and why they would benefit from our solutions.
 - Build and maintain a centralized database of potential client profiles tailored to our offerings.
2. System and Process Development:
 - Collaborate with the IT team to design and implement scalable systems for managing client profiles and sales outreach.
 - Create workflows and tools to ensure efficient dissemination of client leads and insights to Commercial Advisors.
3. Advisor Support:
 - Work closely with Commercial Advisors to understand their specific needs and provide tailored client profiles and insights.
 - Train and guide Commercial Advisors on using the systems and resources effectively.

4. Data Management and Reporting:
 - Ensure the central database is regularly updated and accurate.
 - Provide reporting and analytics on lead generation, client outreach, and conversion metrics to refine strategies.
5. Collaboration with IT and Sales Teams:
 - Partner with the IT team to enhance tools and platforms that support inside sales activities.
 - Align with the sales leadership team to ensure the strategy supports overall revenue goals.

Job Requirements

Essential Attributes:

1. Proven experience in inside sales, sales operations, or a related role, preferably supporting a distributed sales team.
2. Strong research and data management skills, with the ability to analyze and organize client profiles.
3. Excellent communication and interpersonal skills to work effectively with advisors and cross-functional teams.
4. Experience in developing sales processes and tools, with a focus on scalability and efficiency.
5. Proficiency in CRM systems and data analysis tools.
6. Self-motivated, highly organized, and capable of working independently.

Desirable Attributes:

Students majoring in business admin, and marketing would be at an advantage

Language Requirements

English (Spoken), English (Written), Mandarin (Spoken), Mandarin (Written)

Working Days and Working Hours

Monday to Friday 10:00 am to 07:00 pm, with 1 hour lunch break

Benefits provided, if applicable

Honorarium negotiable