



<https://govhelp.in/job/amazon-careers-jobs-job-vacancy-job-alert-for-sales-coordinator/>

## Amazon Careers Jobs – Job Vacancy – Job Alert For Sales Coordinator

### Job Location

India

Remote work from: IN; US; AU; NZ; HK; JP; KZ; MY; SG; TW; TH; UZ; VN; AT; BY; BE; DK; FR; DE; GR; NL; RU; ES; CH; UK; GB; DZ; KW; MA; QA; SA; MX; AE; CA; GT; DO

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### Base Salary

USD. 11 - USD. 24

### Qualifications

12th Pass, Graduate, Post Graduate

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### Employment Type

Full-time

### Description

## Amazon Recruitment 2024: Support a Global Leader in Innovation

Do you thrive in a fast-paced environment where every day brings new challenges and opportunities? Are you passionate about customer satisfaction and have a knack for building strong relationships? If so, then a career as a Sales Coordinator at Amazon could be the perfect fit for you.

**In this remote role, you'll play a vital role in supporting our sales team by ensuring seamless customer interactions and driving successful outcomes. You'll be the go-to person for a variety of administrative tasks, using your organizational skills and attention to detail to keep the sales engine running smoothly.**

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### Why Join Us?

At Amazon, we're more than just a retail giant – we're a company fueled by innovation and a relentless commitment to customer obsession. Here, you'll have the chance to:

- **Be part of something bigger:** Contribute to the success of a global leader that's constantly pushing boundaries and redefining the future of commerce.

### Hiring organization

Amazon

### Date posted

March 28, 2024

### Valid through

31.12.2024

APPLY NOW

- **Make a real impact:** Your work will directly support our sales team, playing a key role in creating positive customer experiences.
- **Develop your skills:** We offer comprehensive training and development programs to help you grow both professionally and personally.
- **Enjoy a collaborative work environment:** Work alongside a talented and passionate team who are all committed to achieving success.
- **Experience the benefits of a remote work environment:** Enjoy the flexibility and convenience of working from anywhere with a reliable internet connection.

## Amazon Jobs Near Me: Responsibilities

As a Sales Coordinator, you'll be responsible for a variety of tasks, including:

- Processing customer orders and ensuring accurate data entry.
- Providing exceptional customer service via phone, email, and chat.
- Maintaining and updating customer records and sales data.
- Creating and managing sales reports and presentations.
- Coordinating with other departments, such as fulfillment and customer service, to resolve customer inquiries and issues.
- Assisting the sales team with prospecting, lead generation, and qualification.
- Researching and analyzing market trends to identify new sales opportunities.
- Maintaining a positive and professional demeanor at all times.

## Required Skills and Qualifications

- Strong organizational skills and the ability to manage multiple tasks simultaneously.
- Excellent attention to detail and accuracy.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint).
- Effective communication skills, both written and verbal.
- The ability to work independently and as part of a team.
- A problem-solving mindset.
- A passion for customer service.

### Experience:

- This is a great opportunity for both recent graduates and individuals with some sales or customer service experience.

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## Why Join Amazon: Benefits and Work Environment ?

At Amazon, we believe in creating a work environment that's not only challenging but also rewarding. We offer a comprehensive benefits package that includes:

- Competitive salary and benefits package.
- Paid time off, including vacation, sick leave, and personal days.
- Medical, dental, and vision insurance plans.
- 401(k) retirement savings plan with company match.
- Opportunities for professional development and growth.
- A fun and collaborative work environment.
- Flexible work arrangements, including remote work options.

We're committed to fostering a culture of diversity and inclusion, where everyone feels valued and respected.

## Application Process

If you're interested in joining our team and helping us deliver exceptional customer experiences, please submit your resume and cover letter online.

We look forward to hearing from you!

**In a nutshell, this role offers a unique opportunity to join a dynamic and innovative company while making a real impact on our customers. If you're a highly organized, detail-oriented individual with a passion for customer service, we encourage you to apply!**

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Important Links

Find the Link in [Apply Now](#) Button

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