



# Windows

uPVC, Wood, Aluminium

<b>Role Name</b>	AIS Windows Experience Centre - Showroom Manager (Female Candidate Only)	
<b>Role Description</b>	<p>To deliver insightful customer experience for the brand through quality client interactions coupled with engaging product showcase and recommending solutions mapped with their Doors &amp; Windows requirements.</p> <p><b>Role Specification:</b></p> <ol style="list-style-type: none"> <li>1) Exp. In luxury sales environment is a must</li> <li>2) Responsible for managing entire showroom</li> <li>3) Ensure the maintenance of processes and re-inventing procedure that impede sales</li> <li>4) Maintaining the aesthetic of the showroom</li> </ol>	
<b>Role Purpose</b>	To make the brand fall in the top consideration set for influencers and end consumers catering to their fenestration/glass requirements.	
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<b>Reporting to</b>	Manager - Marketing & CX	
<b>Responsibilities Heads</b>	KRA (Key Result Areas)	
<b>Customer Handling &amp; Assistance</b>	<ul style="list-style-type: none"> <li>• Attending all clients walking in the showroom</li> <li>• To identify opportunities for potential business and follow up them.</li> <li>• Sending individual lead reports to respective team members.</li> <li>• To educate every premium walk in customer about complete product details of each vertical, our USPs, competition benchmarking &amp; value to the customers.</li> <li>• To understand the needs of the customers and guide them about AIS range of complete glass &amp; fenestration solutions</li> </ul>	
<b>Showroom Upkeep &amp; Maintenance</b>	<ul style="list-style-type: none"> <li>• To ensure display of products at the showroom are maintained as per the guidelines.</li> <li>• To ensure cleanliness &amp; upkeep of highest standard at the showroom.</li> <li>• To manage inventory of marketing collaterals, product samples &amp; utility requirements</li> <li>• To take stock with accounts as per agreed timelines and manage showroom expenses</li> <li>• To ensure 100% stock matches between system stock &amp; physical stock</li> </ul>	
<b>Cross Functional Support &amp; Reports Circulation</b>	<ul style="list-style-type: none"> <li>• Maintaing &amp; circulating showroom footfall report on daily, weekly &amp; monthly basis</li> <li>• Channelization of leads in CRM</li> <li>• Executing the marketing activities planned for the showroom in sync with other dept.</li> <li>• Assist in growing existing business, developing new relationships and providing a top-notch customer experience.</li> </ul>	
<b>REQUIREMENTS</b>		
<b>Knowledge</b>	Good Knowledge of MS Office, Specially Excel.	<b>Experience</b> 5-8 Years & Below 35 Years
<b>Skills</b>	- Interpersonal skills - Excellent communication skills both Speaking & Writing Analytical Skills, People Skills	<b>Qualification</b> Garduate Degree/Diploma in Retail Management/Customer Relationship Management <b>Post</b>
<b>INTERACTION</b>		
<b>Internal</b>	<b>External</b>	
Sales Dept. Marketing Dept. Accounts Department	Architects, Design Firms and End Consumers	