

JOIN OUR TEAM | CAREERS AT LEVIATE AIR GROUP

Updated as of 05/12/2021

Position Available

Charter Sales Executive

Position Overview

Leviate Air Group is currently seeking a qualified candidate for a Charter Sales Executive position. The Charter Sales Executive is responsible for producing End-User charters for high net worth individuals. Must possess excellent customer service skills and ability to interact successfully with C-Level executives and affluent individuals both in person and via telephone.

Type: **Full Time**

Reports to: **Director of Charter Sales**

Duties & Responsibilities

- Handle all aspects of the charter sales cycle including operational necessities after the initial sale
- Contact prospective air charter clients to originate sales opportunities through email campaigns, cold calling, and promotional events
- Capture contact changes and account changes in the CRM system
- Provide prospect background information on companies, executives, and individuals
- Drive increasing client base for both the flyNEXT jet card and flyCORP programs
- Other duties as assigned by the sales team management

Education and Experience:

- Bachelor's Degree or equivalent from a four-year university preferred
- Previous retail sales and/or customer service (4 years)
- Proficiency with Microsoft Office Suite Applications (Word, Excel, & Outlook) and Salesforce preferred
- Aviation background is a plus but not required

Requirements:

- Have strong attention to detail
- Strong communication skills and outgoing personality
- Work well in a team environment and willing to work extended hours when needed
- Be able to demonstrate knowledge of Leviate products and services
- Possess the ability to stay calm in high-stress situations to accommodate customer demands
- Must be available to work a full-time schedule, estimated at least 40 hours a week in office, plus on call

Benefits:

- 401(k)
- Dental insurance
- Flexible schedule
- Health insurance
- Paid time off
- Professional development assistance
- Vision insurance

Schedule:

- Day shift
- Holidays
- Night shift
- Weekends

Work Location:

Dallas Head Quarters - 1700 Pacific Ave Suite 4600, Dallas TX 75201

Work Remotely:

No

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

Please send your resume and cover letter to apply@leviateair.com