



Position: Sales Associate, Contemporary Art Gallery (Full Time or Part Time)

Location: Pune, Maharashtra, India

How to Apply? Please email your updated resume and a cover letter to careers@vhc.art

VHC, an internationally recognized gallery based in Pune, focuses on artists from the Global East. As a key player in Pune's evolving art scene, VHC provides professionals with a valuable opportunity to gain insight into the contemporary art business. It is an ideal setting for those looking to expand their knowledge of both creative and commercial aspects of the art world, while contributing to Pune's vibrant and growing art landscape.

We are looking for an enthusiastic and dynamic Sales Associate to join our team. The sales associate will be responsible for overall operation of the gallery and vital to its success.

What we need to see

- Graduate, preferably in marketing, sales, fine arts or related field
- 3+ years of experience in sales in a contemporary art gallery, luxury retail space, etc
- Exceptional communication skills, both oral and written. Fluency in English and Hindi is a must, proficiency in Marathi is highly desirable.
- Experience with both outbound and inbound sales in a contemporary art gallery or luxury retail
- Experience developing sales strategies and business opportunities, both offline and online
- Experience in creating and managing social media and marketing strategies
- Ability to engage with gallery visitors and collectors, foster relationship and explore sales opportunities
- Exceptional customer service mindset
- Experience with engaging prospective clients at offsite events, like exhibitions, fairs, etc
- Demonstrable experience of taking initiative and ownership
- Exceptional attention to detail, organized and ability to follow-up with clients, vendors and internal teams
- Flexibility to travel nationally and internationally

Ways to stand out of the crowd

- Existing network of contacts, including private collections, institutions, galleries, and art fairs
- Demonstrated ability to work with artists and curators
- Experience with art database and CRM software
- Experience with international art fairs