



Territory Sales Person

Position Description

I. JOB SUMMARY:

Sell products and provide customer service to existing accounts while developing new accounts.

II. ESSENTIAL FUNCTIONS:

- Develop and maintain a customer database.
- Generate and qualify leads.
- Responsible for collecting payments.
- Provide customers with promotional materials.
- Make sales calls to new and existing accounts.
- Make presentations of company products and services to current and potential customers.
- Respond to sales inquiries and concerns by phone, electronically or in person.
- Ensure customer service satisfaction and good client relationships.
- Follow up on sales activity.
- Attend the Holiday Wholesale shows.
- Maintain professionalism while interacting with customers and co-workers.
- Ensure that orders are placed in a timely manner to ensure proper delivery.
- Any other associated function required to complete the tasks assigned by the Manager.

III. KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

- Ability to operate computer and scanning devices for placing orders.
- Ability to walk, stand, bend, lift and sit.
- Ability to drive and navigate from one account to another.
- Previous sales experience.
- Ability to work independently.
- Self Starter.
- Excellent verbal and written communication skills.
- Good math skills.
- Ability to lift up to 40 pounds.

IV. Work Hours:

- Flexible work hours.
- Attend bi-weekly sales meeting in Wisconsin Dells.