

Inside Sales /Business Development Support

SUMMARY

We are looking for a highly motivated individual who will be responsible for initiating and closing sales. The candidate must possess the ability to work both independently and with a team to close sales and promote growth. Ability to develop long-term relationships with key decision makers. Full and Part-time hours available.

RESPONSIBILITIES

- Managing current accounts (quoting, ordering, processing and follow up)
 - Developing existing accounts for additional products and business
 - Increasing market share by locating, cold calling, developing, negotiating, and closing business
 - Call on potential customers to research security program requirements and present recommendations based on current product offerings
 - Reports to Director of Sales
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QUALIFICATIONS

- Inside sales experience in a B2B environment
- Bachelor's degree or equivalent in experience
- Proficient in MS Word, Excel, and Outlook
- Ability to work efficiently within a computer based CRM program
- Excellent written and verbal communication skills
- Demonstrated ability to develop business and manage the sales process through lead generation, cold calling, supplied leads, account penetration, prospect qualification, negotiation and closing
- Must be a team player and work well with several department heads
- Self-motivated, competitive and goal oriented
- Ability to meet and communicate with walk in customers
- General knowledge of, shipping terms, commercial pricing, purchase order terms/practices and invoicing is a plus

No recruiters please. To be considered for this position, submit resume to mpiana@jobrien.com