

Position: Inside Sales Associate

FLSA Status: Full time, nonexempt

Reports to: Sales Director

Salary Range: \$15.00 - \$18.50 base plus commissions

Job Summary:

In order to make life sound better for our customers, the Inside Sales Associate has a variety of duties that pertain to domestic sales, along with accounts payable and receivable. This position works in a team environment with Sales and Purchasing.

Supervisory Responsibilities:

- None

Duties/Responsibilities:

- Demonstrate behaviors consistent with our Core Values of Adapt and Evolve, No Free Ride, and Actions Speak Louder Than Words.
- Cold calling; making multiple outbound calls to potential clients
- Understanding client needs and offering solutions and support
- Researching potential leads from business directories, web searches, or digital resources
- Qualifying leads; Presenting and delivering information to potential clients
- Tracking weekly, monthly, and quarterly performance and sales metrics
- Creating and Maintaining CRM database of prospective client information
- Closing sales and working with client through closing process
- Building relationships and retaining new clients for long term business growth

Required Skills/Abilities:

- Comfortable making cold calls and talking to new people all day
- Possesses an energetic, outgoing, and friendly demeanor
- Eager to expand company with new sales, clients, and territories
- Persuasive and goal-oriented; Self-motivated and self-directed
- Able to multitask, prioritize, and manage time efficiently
- In-depth understanding of company services and its position in the industry
- Tenacity to handle rejection and continue with a positive attitude when reaching next client
- Knowledge of sales process from initiation to close
- Ability to work independently or as an active member of a team
- Strong use of Excel, web-based applications, and Google Suite of products

Education and Experience:

- High School diploma or equivalent preferred
- Experience with Odoo.com a plus
- 12 volt knowledge is needed and if don't have it need to have an aptitude and willingness to learn

Physical Requirements:

- Ability to safely and successfully perform the essential job functions consistent with ADA, FMLA and other federal, state and local standards
- Ability to maintain regular, punctual attendance consistent with ADA, FMLA and other federal, state and local standards

The above statements are intended to describe the general nature and level of work performed by an employee in this position. These statements are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of employees in this position.