



SALES - JOB DESCRIPTION

REPORTS TO: Sales Manager

SUMMARY:

Under the direction of the Sales Manager, follows up on sales leads, visits customers, and potential customers, develops relationships and solicits metal fabrication for the power generation and industrial markets.

QUALIFICATIONS:

- Bachelor's degree in Business or related field and/or related experience.
- 2 years manufacturing experience – preferably metal/alloy related
- A minimum of 2 years related sales experience
- Must possess effective written and verbal communication skills
- Highly motivated with ability to prioritize
- Must demonstrate professionalism, accountability, and the desire for challenges
- Must have clear understanding of time constraints and deadlines in respect to customer relations both internally and externally
- Must have exceptional interpersonal skills
- Must be able to navigate in a windows based computer environment
- Experience with Microsoft Office, including Outlook, Excel, and Word
- Ability to travel 50% of the time.

KEY RESPONSIBILITIES:

- Customer and potential customer visits.
- Interact with design, marketing, materials, and purchasing staff at customer locations. Facilitate prospective metal fabrication concepts and products for production.
- Serves as outside liaison for customers and United Alloy, Inc.
- Render technical assistance in the areas of design, construction, and testing of components and units.
- Follow up on any sales leads or referrals.
- Research and develop lists of potential customers, qualify potential customers, call on potential customers with a sales presentation, develop RFQ, and close sales.
- Promote field promotional work to sell and secure new business, to include important and major accounts and/or develop sales and secure business in new territories, within new industries, or with customers where full market potential or product line acceptance has not been established.
- Demonstrate and familiarize established accounts with new products (services) and developments.
- Coordinate and otherwise assist with the services of the company's technical staff to determine customers' needs and preparation of samples as needed.
- Assist with preparation for trade shows.
- Perform formal presentations to customers on proposed products.
- Perform market research to determine customer need and provide information to appropriate staff.
- Evaluate product and service marketability in terms of customers' technical needs.
- Establish and maintain industry contacts that lead to sales.
- Develop call report and sales visit report for Management team.
- Has the authority to stop production when nonconforming parts are detected.
- Perform other sales related duties as assigned.
- Understands and demonstrates the 6 core behavioral expectations: Communicative, Motivated, Responsible, Dependable, Inquisitive, Accountability

KEY ACCOUNTABILITIES:

- Achieve assigned sales revenue plan
- Ensure maintenance of existing customers and growth with potential customers

I have read and understand the job description for a United Alloy Sales Representative.

Signature: _____ Date: _____