

Inside Sales Engineer

Reports to: Inside Sales Supervisor or National Sales Manager

Supervises: n/a

Overtime Pay Status: Non - Exempt

Primary Duty:

Working in a team environment, responsible for inside sales activities focused on growing existing and emerging accounts including select distribution accounts. May also expand our customer base through lead follow up.

Essential

Job Functions:

- Responsible for building customer relationships, managing and maintaining existing accounts;
- Primarily focuses on developing existing accounts for continued relationship maintaining and new opportunity development;
- Responsible for identifying and developing emerging accounts to increase sales;
- May work to develop select distributors;
- Actively develops Inside Sales activity / promotions to introduce new products, discover new contacts and opportunities;
- Introduce and select products based on application needs via phone, emails, web leads, RFQ, Sizing requests, etc;
- Provide customer service regarding price, delivery, RMA coordination and resolve customer complaints;
- Provide technical support such as trouble shooting, writing samples, technical data and information;
- May visit accounts, based on need, to further qualify, develop and evaluate potential;
- May attend trade shows, seminars and motion an motor fairs;
- Provide Marketing department for information and feedback from customers;
- May provide training to employees as required;
- Use CRM daily to record / report customer information in a timely manner;
- Contributes to Monthly reports;

Collateral Duties:

- Perform other tasks and special projects as needed.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, use hands-to-finger, handle, or feel, reach with hands and arms, sit, talk, and hear. The employee is frequently required to stand and walk. The employee is occasionally required to balance and stoop, kneel, crouch. The employee must regularly lift and/or move up to 5 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential job function assigned satisfactorily. The requirements listed above are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Requirements:

- Bachelor Degree;
- 0-2 years of related experience;
- Good written and verbal communication skills;
- Good computer skills;
- Must have a valid driver's license, automobile in good condition, automobile insurance and ability to drive.
- Driving record in good standing as noted in our employee handbook