

Position Description Sales Manager – New Markets

P.L. 11 Exempt

Reports to: Sales and Marketing Manager



Specification Rubber Products, Inc.

General Responsibilities:

- Full responsibility for developing and growing sales in non-Waterworks accounts.
- Prepare professional proposals and presentations for existing accounts and new business opportunities.
- Manage the customer relationship through all phases of the sales cycle.
- Provide solid account management to non-Waterworks customers.
- Responsible for tracking customer information, forecasts, reports, etc.
- Facilitate feedback to appropriate areas of the company regarding customer needs, operational needs, business opportunities, and sales efforts.
- Work closely with sales management to ensure business is transacted accurately and within pricing guidelines to the highest ethical and legal standards.
- Work with customers to ensure timely payments of invoices.
- Resolve customer complaints by investigating, developing solutions, preparing reports, and making recommendations to management.
- Maintain professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, participating in professional societies, and continuing education in sales and sales strategies.
- Monitor competition by gathering current marketplace information on pricing, products, new products, delivery schedules, merchandising techniques, etc.
- Recommend changes in products, services, and policies by evaluating results and competitive developments.
- Participate in marketing events such as customer outings, trade shows, seminars, association meetings, etc.
- Travel required, which could include weekends.
- Ability to meet fixed deadlines under pressure, while working within budgets and specific targets.
- Adhere to all company policies and procedures.
- Other duties as assigned.

Qualifications:

- Bachelor's Degree (may substitute work experience) in business, marketing, sales, or a related field.
- Minimum of five years' experience in sales within the rubber products industry.
- Deep understanding of rubber processing, including extruding and molding manufacturing processes.
- Superior written, verbal communication, and interpersonal skills; ability to build relationships at multiple levels to work cross-organizationally toward solutions.
- Must be well organized and have the ability to work on multiple projects at one time.
- Strong presentation skills.
- Possess Influencing and Change Management skills.
- Excellent computer application skills such as Microsoft Word, Excel, PowerPoint, etc. Experience in JD Edwards EnterpriseOne is a plus.
- Ability to self-motivate, multi-task and work independently or within a team.

Specification Rubber Products is an Equal Opportunity Employer committed to providing equal employment opportunity in all employment practices. Specification Rubber Products will not discriminate against any applicant for employment because of their race, color, religion, sex, national origin, age, disability, veteran or service member status, marital status, or any other category.