



Sales Representative

Job Purpose:

Meet sales targets. Secure new business opportunities selling preventative maintenance agreements and special projects; protect the existing base and bring new profit to the bottom line.

Primary Job Duties:

- Establish realistic but aggressive lead generation strategy and qualify customer needs. Continually develop pipeline and expansion of new business opportunities.
- Build valuable customer relationships; penetrate accounts; identify opportunities to expand existing and new customer relationships. Renew existing accounts prior to contract expiration.
- Work collaboratively with the technical resource engineer regarding system evaluation, estimating, proposal development and presentation.
- Present proposal to decision maker and close the deal. Work in conjunction with Account Executive and Technical Resource as needed to ensure a smooth transition from prospect status to client status
- Maintain a working relationship with all departments to ensure familiarity with all product offerings.
- Routinely inform Sales Management about progress and pertinent developments regarding account acquisition and opportunities to expand existing customer relationships.
- Update and leverage Salesforce.com
- Take responsibility for continuous self-development in technology in order to stay abreast of market needs and enhance professional effectiveness.

Knowledge, Skills & Education Qualifications:

- Technical Skills & Education:
 - Experience selling intangible services to executive level prospects
 - Knowledge of commercial HVAC, plumbing, refrigeration.
 - Business Acumen
 - Accelerating the Sale
 - Strategic Value Selling and Account Development
 - Presentations and proposal development and delivery
 - College Degree required - BS/BA degree in Business Administration, Marketing, Sales, or Mechanical Engineering preferred

- **Personal and organizational skills include:**
 - Establishes rapport easily; projects a positive, professional image
 - Organizes and achieves ambitious goals with a high level of energy
 - Perseverance
 - Customer Service Orientation
 - Planning, Organizing, Implementing
 - Analysis, Judgment and Decision Making
 - Communication
 - Relationship Management/Teamwork
 - Bottom-line oriented

Computer skills:

- Microsoft Office (Word, Excel, Outlook, Power Point)
- Salesforce.com