

## **ACCOUNT MANAGER – OUTSIDE SALES**

Classification: Exempt

Department: Sales

Reports to: Director of Sales

Date:

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### **Position Overview:**

Rodem, Inc. is an industry leading distributor of hygienic processing equipment & systems, engineering services, custom fabrication, field installation and process piping in the food, beverage, pharmaceutical, personal care, and household & industrial goods industries. We are in search of an ambitious Outside Technical Salesperson to execute sales strategy, initiate contact with existing and potential customers, identify needs and sell appropriate equipment and materials to meet those needs.

### **Essential Functions:**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Manage assigned accounts.
2. Call prospective customers and establish buying cycles, customer needs, and create a customer supplier relationship.
3. Increase sales in respective accounts.
4. Utilize a consultative sales approach to identify opportunities for process improvement.
5. Prepare sales information for customers.
6. Establish buying influences, budgets and purchasing criteria for assigned accounts.
7. Secure and place orders taking into consideration delivery dates and inventory levels for fulfillment.
8. Maintain sales forecast.

### **Competencies:**

1. Organizational Skills
2. Mechanical Aptitude
3. Continuous Improvement Focus
4. Presentation Skills
5. Problem Solving/Analysis
6. Results Driven
7. Business Acumen
8. Project management
9. Communication Proficiency
10. Collaboration Skills
11. Customer/Client Focus
12. Technical Capacity

## **Qualifications and Skills**

### **Preferred Education and Experience:**

Any combination of education and experience providing the required skill and knowledge for successful performance would be qualifying. Typical qualifications would be equivalent to possession of a Bachelor's degree or higher from an accredited college or university with major course work in business, marketing, engineering or any other related field and/or equivalent industry experience.

### **Additional Preferred Education and Experience:**

3 years sales experience (preferably in hygienic processing industry, processing systems/equipment, machine automation, or similar).

### **Skills:**

**Required:** Individual must be able to communicate clearly and effectively both orally and in writing. Be able to deal constructively with conflict, also be able to collect, analyze, and interpret data from a wide variety of sources and take appropriate actions. Demonstrate the ability to carry on a business conversation with a wide variety of contacts from business owners to facility associates with a consistent focus on and identification of decision makers. As well as working knowledge of the Microsoft office suite including (Word, Excel, and PPT).

### **Additional Preferred Skills:**

Ability to read mechanical drawings including plant and equipment layouts, process flow sheets and equipment information. Technically competent to size pumps, valves and troubleshoot customer process issues, and make recommendations for improvement.

### **Working Conditions:**

This position will be remote but also potentially operates in a professional office environment as well as in a manufacturing plant and out of doors with variable climate activity. It is also expected that considerable time will be spent in vehicle making in person calls at customer facilities throughout assigned geographic territory. This role also routinely uses standard office equipment such as computers, phones, copiers, filing cabinets, and fax.

### **Physical Demands/Conditions/Requirements:**

While performing the duties of this job, the employee is regularly required to talk and hear. Occasionally lift products and supplies, up to 60 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus; use hands to finger, handle for feel, and reach with hands and arms. Regularly required to talk, hear, stand, walk, bend, kneel, stoop, crouch, crawl, and climb.

### **Expected Hours of Work:**

Days and hours of work are Monday through Friday, 8:00 am to 5:00 pm. Occasional evening and weekend work may be required as job duties demand.

### **Travel:**

Up to 50% of travel is expected for this position. Some occasional overnight travel outside the local area may be required.

**Work Authorization:**

Employee must be authorized to work in the United States|

**Other Duties:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

\*This job in no way implies that the duties listed here are the only ones the employee can be required to perform. The employee is expected to perform other tasks, duties, and training as requested by their supervisor.

\*\* To comply with regulations by the American with Disabilities Act (ADA), the principal duties in job descriptions must be essential to the job. To identify essential functions, focus on the purpose and the result of the duties rather than the manner in which they are performed. The following definition applies: a job function is essential if removal of that function would fundamentally change the job.

**Signatures**

This job description has been approved by all levels of management:

Manager\_\_\_\_\_

HR\_\_\_\_\_

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee\_\_\_\_\_ Date\_\_\_\_\_