

Outside Sales Representative

Raleigh, Durham Metro and Central NC

Duties

- Promote Byrd Tile and its product lines and services
- Work independently yet cooperatively with the company and team's goals and directives
- Service existing accounts with the goal of nurturing relationships and increasing sales
- Identify and set up new accounts to increase market share and bolster overall sales volume
- Maintain professionalism in all business affairs
- Provide the highest level of customer service by assisting in the processing orders and credits promptly
- Set up and maintain client displays and merchandising samples
- Keep clients informed about new products and offerings through the organization and execution of informational product presentations
- Resolve any client concerns and complaints by developing viable and fair solutions
- Maintain and increase professional and technical knowledge by reviewing product literature
- Provide clients with current pricing, product changes, and order status
- Conduct cold calls and visit job sites to pursue new leads
- Visit job sites in the event of a job problem and follow proper observation and recording protocol
- Analyze client product needs, growth patterns, and market trends
- Meet monthly sales plan
- Participate in weekly staff meeting
- Maintain, service and regularly clean company vehicle
- Multitask and prioritize work through effective time management
- Work within the framework of the company's defined policies, procedures, goals, and directives
- Any other duties required of the position

Minimum Qualifications

- 4 year college degree or equivalent Design degree
- Three (3) years of sales experience in either the tile and stone industry, builder industry, or design industry
- Knowledge of tile and stone characteristics
- Proven sales record and high sales aptitude
- Flexibility, self-motivation, and drive to meet and exceed sales goals
- Excellent phone, email and computer skills
- Excellent verbal and written English communication skills
- Friendly and outgoing personality
- Positive attitude
- Ability to travel within the designated sales territory
- Ability to lift up to 65 pounds
- Maintain a valid driver's license

I. A&D Sales/Commercial Sales Immediate Supervisor: Greg Byrd

Description:

To develop and maintain professional relationships with designers and installers leading to sales in commercial market. The promotion of BTD and its products.

II. Selection Centers and Dealer Sales Immediate Supervisor: Greg Byrd

Description:

To develop and maintain professional relationships with dealers (installers, floor covering stores, landscapers) and builders that utilize their own showrooms.

Duties:

- Introduce BTD and increase awareness of products
- Provide decision makers with samples, as needed
- Prepare presentations for small and large groups (2/month)
- Follow specifications and track to final sale
- Quote jobs in coordination with sales manager and Greg Byrd
- Work with managers to develop marketing package for commercial customers
- Promote showrooms when appropriate
- Identify lead opportunities and follow up (jobs and companies)
- Attend professional organization meetings

Authority to:

- Develop and implement marketing strategies
- Identify prospects and jobs and initiate contacts
- Quote jobs

Integrity, honesty, and professionalism

Measure of Performance:

- Marketing and expenses on budget
- Contract and lead goals reached
- Increased sales
- Building new customers and contracts

Tasks Frequency:

- 50% of time on commercial
- 50% of time on dealers
- Meet with sales manager/Greg Byrd once a week
- Evaluate sales/plan once per quarter

Goals:

- Out of the office by 9am and back no earlier than 4pm
- Contracts per day _____
- Appointments per week _____