

## Outside Sales Account Manager

**Location:** Minnesota

**Employment Type:** Full Time

**Department:** Sales

**Description:** Metro Janitorial Supply Inc. is recognized by customers as the leading provider of janitorial supplies and industrial equipment. With.....extensive sales efforts, and comprehensive support services, Metro Janitorial has exciting opportunities for professionals.

**Duties:**

- o Metro Janitorial Supply, Inc. has a customer focused sales approach which includes the following core competencies:

### Planning and Organizing:

- Develop and manage a tactical account/territory sales plan.
- o Thorough client analysis to assess customer needs, values, purchasing behavior, and motivation. This includes extensive researching, competitor and market analysis.
- o Execute a sales strategy for penetrating accounts and maximize sales, e.g. prospecting, cold calling, identifying key decision makers and determining buying criteria.
- o Effectively develop and manage your sales plan by setting daily/weekly/monthly goals and objectives, prioritizing tasks, utilizing your time effectively and efficiently, and taking full advantage of available resources.
- o Utilize sales planning tools and the pipeline management process to obtain business objectives and goals.

### Relationship Building:

- Build trust and credibility with clients.
- o Learning and engaging the customer to understand the process of what they value, e.g. strategic and investigative questioning.
- o Assist your customer with finding solutions that will help them achieve their goals and added value.
- o Provide support, information, and guidance by researching and recommending new profit and service improvements
- o Position yourself for new opportunities through networking and identify cross selling and up selling opportunities.
- o Providing superior customer service which includes learning everything you can about them so you can tailor your service approach to their needs and buying habits. Courtesy and timely follow up are key.

### Product Knowledge:

- Understanding of Global Equipment Company industry and products.
- o Stay abreast of industry trends.
- o Utilize internal resources to gather information regarding new product offerings.

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### Communication Skills:

- Effective verbal communication skills, e.g. speaking clearly, listening attentively, building rapport.
  - Ability to write clearly and succinctly in a variety of communication settings, e.g. business letters and emails.
- Ability to effectively persuade by asking intelligent business questions to determine customer needs.

**Qualifications:**

- Requires bachelor's degree in business or marketing or at least 2 years of outside sales business to business sales experience.
- Knowledge and competence in the major elements of inside sales including cold calling, business development, customer qualification, and customer acquisition.
- Superior sales planning and business development skills.
- Excellent written/verbal communication and presentation skills.

- Strong computer skills to include proficiency in Microsoft Word, Outlook and PowerPoint and CRM Software.
- Self motivated with superior problem solving and negotiation skills.
- Effectively prioritize sales efforts and activities.
- Excellent organization and time management skills are essential.
- Valid driver's license with excellent driving record.