



Inside Sales Position

1/9/2018

Andron Stainless is looking for an experienced inside sales person. The inside sales person is a member of the inside sales team and is responsible for sales & marketing related activities including: market intelligence, account forecasting, quotes, order entry, and customer service.

The skills required for the successful candidate include:

- Energetic, goal oriented, success driven professional
- Ability to multi-task and accurately perform in a fast-paced environment
- Excellent telephone personality & superior customer service skills
- PC literate, Microsoft Office proficient
- Strong planning, organizational, time management, interpersonal & communication skills
- Proactive team player, ability to work with others in team environment

Education and experience required:

- Degree in Business / Sales / Marketing preferred
- 5 years successful sales experience in the metals industry, preferably with sanitary stainless or related products

Responsibilities include:

- Outbound and inbound account management
- Capture accurate and complete account information in software system
- Coordinate with sales manager to determine strategic approaches to new sales
- Coordinate with sales manager to develop sales strategies to ensure the sales plan is met or exceeded
- Maintain and expand the database of prospects
- New account penetration
- Handle changes to sales orders and communicate changes to the related departments
- Emphasize service and product features & benefits, quote prices, and enter new orders into the system
- Increase sales and average order size by means of up-selling, add-on sales and offering monthly promotional items

- Forecast account sales as needed
- Provide periodic reporting on customer performance
- Ensure schedule meets the needs of customers and goals of organization