

PDI

OUTSIDE SALESPERSON

FUNCTION: Brings in gross margin dollars through profitable sales and account management; performs as a leader, sets examples for fellow employees, supports other departments; negotiates prices and services with customers within guidelines set by Sales Manager, negotiates with vendors for specific projects.

REPORTS TO: District Sales Manager

DUTIES/RESPONSIBILITIES:

1. Maintains and improves customer relationships, and satisfaction;
2. Manages accounts by visiting customers at their business or job sites, review customers inventory needs by walking their warehouse or storage facility, manage customer returns by physically inspecting material.
3. Assists customers with special requests and problems (supply information, resolves complaints, etc.);
4. Helps provide HIGH quality customer service;
5. Participates with management in updating accounts and setting sales goals;
6. Sells promotional products;
7. Maintains customers' pricing, Negotiates and establishes pricing and terms according to PDI's requirements for customer profitability;
8. Communicates to the purchasing department unexpected increases or decreases in demand for product;
9. Prepares and conducts presentations of products to new and existing customers
10. Prepares and presents quotations;
11. Assists in collecting past due receivables, Monitors customers' current credit status;
12. Determines sales potential for new and existing customers through inquiry, observation or periodical research;
13. Visits job sites as needed to measure or provide client services;
14. Participates in physical inventories by helping assigned branch physical count material.
15. Learns and applies new product knowledge to enhance sales;

16. Attains sales goals; acceptable gross margin dollars & percent.
17. Remains current with changes in local codes and consumer preferences;
18. Follows PDI policies and procedures;
19. Presents a professional image at all times to customers and vendors;
20. Identifies trends in customer satisfaction or dissatisfaction
21. Practices honesty and integrity in customer and vendor relations.
22. Maintains technical and computer capability to effectively use PDI programs and office software;
23. Performs other duties as assigned; and

You are expected to fulfill the above guidelines, cooperate with all PDI associates, and contribute to the TEAM SPIRIT.

BS/BA or equivalent experience preferred. High school diploma or equivalent required. Minimum 5 years sales experience in plumbing wholesale or similar industry. Candidate must be self motivated, aggressive, self confident, and willing to locate to Northwest Georgia.

TOGETHER EVERYONE ACHIEVES MORE

08/09