



# Outside Sales Job Description

## Job Summary

As a Sales Representative, you will be responsible for generating new business sales along with maintaining and building relationships with existing customers. The sales representative will be involved with the full sales cycle and calling on all buying influences including engineering, purchasing, quality assurance, as well as senior management to generate opportunities and present pricing proposals and develop long-term partnership with the customer base.

## Responsibilities

- Manage existing accounts to increase sales revenue in alignment with overall goals; identify new opportunities and follow up on new leads. Maintain detailed information on projects, quotes, samples, and any other sales related information. Information will be used to generate sales forecasts and discussions in quarterly reviews with NEP sales management and manufacturer representatives.
- Ability to partner with inside sales support to ensure that day-to-day requirements for customers are met.

## Qualifications/Requirements

- Minimum 2-5+ years successful sales experience within the electronic or electrical industry is preferred.
- Relationship Development: ability to develop and build relationships at multiple levels: a) within engineering, purchasing and senior management at customers and b) internally within NEP Electronics.
- Possess a solid technical aptitude and ability to sell a technical solution.
- Ability to effectively identify and qualify prospects in the territory.
- Technology Utilization – Proven ability to proficiently use Microsoft Office Suite or related tools, including Excel, Power Point and Outlook; ability to use search engines.
- Strong communication skills both verbal and written. Organizational, time management and strong interpersonal skills are a must.

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