



# SIERRA SCHOOL EQUIPMENT COMPANY

Sierra School Equipment Company (SSEC) is looking for a successful candidate to fill the role as Account Representative as outlined below. This individual is responsible for establishing and developing relationships within our markets in order to provide our quality products, excellent customer service, and precision installation.

POSITION: Account Representative

COMPENSATION: Commission Sales plus a competitive benefits package

DESCRIPTION:

## SALES

- Explore and develop new and existing relationship in order to meet all of our customer needs within our product lineup
- Qualify new leads while prioritizing high impact relationships
- Deepen existing relationships to position SSEC as primary provider
- Strategically organize and develop sales action plans
- Present knowledgeably about the breadth of products available
- Make and deliver thorough presentations to prospects
- Provide timely and comprehensive quotes for clients and prospects
- Negotiate sales terms and product details with clients and prospects
- Complete contract as part of the closing a sale

## PROCESS

- Work with internal and external team members for a smooth customer experience
- Participate as appropriate in accurate ordering, timely receipt, and payment of services
- Communicate clearly and often with customers through the buying process so they are well informed beyond completion of the project

## INSTALLATION

- Coordinate internal team members, external vendors, and customer for prompt and precise installation of purchased products
- Visit job sites as needed and communicate progress to customers as well as internally

## OTHER

- Participate in sales meetings as requested
- Comply with company policies and procedures
- Other duties as requested

Interested persons can send resume to [jobs@ssecinc.com](mailto:jobs@ssecinc.com).



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### QUALIFICATIONS:

- AA Degree from a Community College (Bachelor Degree preferred)
- Proficient with MS Word, Excel, and familiar with database management
- Multitasking with ability to keep numerous projects in motion
- People oriented with attention to details
- Must be able to travel
- Self-starter, self-motivated with common sense
- Strong organizational skills
- Strong written and verbal communication skills
- Must be able to work in a fast paced environment
- Clean DMV
- Must pass background check with the state to work at school sites
- Some lifting may be required

### LOCATIONS:

- San Diego / Orange / Imperial
- San Bernardino / Riverside
- San Francisco Bay Area