

JOB TITLE: Sales Account Representative

Sales Account Representative
Plano, TX or Canton, MA
Reports to: Kevin Murphy, VP Sales

Requisition #19011
Job Grade: 13

SUMMARY: The Sales Account Representative is responsible for client accounts. This would include all business facets of that including developing and servicing client relationships. Responsibilities include coordinating customer forecasts, managing up to date pricing sheets, and identifying and communicating new product and service opportunities based on a knowledge and analysis of a clients business strategy.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide and coordinate key sales and account management functions for current accounts.
- Manage the relationship with assigned current accounts with the intention to identify new businesses needs for UEI's services and/or products. Obtain appropriate forecasts to allow for planning.
- Analyze customer needs and identify and communicate new product and service opportunities to existing and potential customers.
- Consult with customers on the best way to customize products/service for their use.
- Provide account details, product requirements, and accurate representations of customer requests and requirements to the engineering and manufacturing organizations in order to ensure a smooth transition of a new customer to Network Engines.
- Demonstrate the value of UEI product and services as required for obtaining new business in a timely fashion.
- Learns about Company's business as appropriate. Shows up to work on time and attends work as scheduled.
- Work with our Partners and within their sales out programs to increase sales.
- All other duties as requested by supervisor or department head.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Requires in depth knowledge about the companies products and services.
- Minimum of 5+ years of account management experience with 5 years in business development or channel marketing/sales in technology industry.
- Smart, creative, energetic, conscientious and enthusiastic with strong problem solving skills.
- Experience negotiating business terms and closing contracts with partners.
- Execution focused: must be able to plan, manage, and communicate progress on various projects simultaneously.
- Excellent written and verbal communication skills.
- Enjoy fast-paced, energetic environment.

- Entrepreneurial and results oriented.
- Experience managing partnerships with both large, public companies and startups
- Excellent verbal and written communication skills are required.

EDUCATION and/or EXPERIENCE:

- Bachelor's degree or equivalent technical competency required
- 3+ years of account management experience

LANGUAGE SKILLS:

- Ability to read, write and speak English
- Ability to compose reports and correspondence
- Excellent verbal and written communication skills

MATHEMATICAL SKILLS:

- Strong analytical skills.

REASONING ABILITY:

- Ability to define problems, collect data, establish facts and draw valid conclusions.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; to sit, stand, walk; and to talk and hear. Specific vision abilities required by this job include close vision and the ability to adjust focus.
- Lifting Requirement: 20 pounds
- Lifting Limitations: 50 pounds

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The noise level in the work environment is usually moderate.

If you are qualified and interested in this position, please contact Keisha Russell at Keisha.Russell@unicomengineering.com in Human Resources April 15, 2019.