

**JOB TITLE:** Sales Executive

**DEPARTMENT:** Sales

**REPORTS TO:** Vice President of Direct Sales

**FLSA STATUS:** Exempt

**JOB SUMMARY / DESCRIPTION:**

The ECRS Executive Sales (ES) team is the delta point of ECRS' direct sales activity and is made up of a team of elite individuals who are trained in the art and science of effective selling. These Sales Executives are tasked with the primary responsibility of establishing profitable new direct customer relationships for ECRS. The ES team serves as our corporate face and voice in the market. For this reason, each Sales Executive must have a strong understanding and belief in our products, services, and processes, and possess the proper talent to represent ECRS in the marketplace. Each Sales Executive is expected to dramatically contribute by delivering effective business results for the corporation.

**RESPONSIBILITIES:**

- Manage all sales activity and overall customer relationships with accounts that were personally developed or accounts that were assigned.
- Travel to regional and national trade shows and to assigned customer accounts to maintain existing customer relationships and to seek new business. Must have and maintain a valid driver's license and a safe and competent driving record.
- Faithfully represent ECRS' Mission and Values Statement in daily work.
- Establish win-win relationships between ECRS and its customers and to serve as customers' advocate.
- Meet or exceed assigned quota and metric commitments.
- Keep all active leads and opportunities up to date on the ECRS CRM system.
- Establish the value of each ECRS product or service with prospects and customers.
- Strive daily to grow ECRS's market-share and industry domination.
- Manage, maintain, and grow existing customer business.
- Present a positive and professional demeanor and exhibit harmonious conduct both within ECRS and externally.
- Meet all internal training certifications in the timeframe provided.
- Exceed in the professional sphere, including professional appearance, etiquette, trustworthiness, and reliability.
- Act as a positive force within ECRS.