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| Job Code |  | **EE Type** | Salary | **FLSA** | Exempt |
| **Location** | AMICO – US | **Department** | Sales |  |  |
| **Reports to** | National Sales Manager | **Direct Report** | Bryan Millican |  | Yes |

**Position Summary**

Develops the market and business relationships with customers, buyers, and purchasing agents. Responsible for selling AMICO products and physical visits to customer sites through the designated territory of Mississippi, Memphis, TN, Alabama, and the I-10 corridor from Jacksonville, Florida through the Florida panhandle. Focus on existing account market share retention and growth and actively prospects for new distributor, contractor and builder opportunities. Maintains a professional image of the Company. Integrity, passion, and in-person skills are essential for this role.

**Primary Accountabilities** (Essential duties:)

* Account retention and profitable sales growth
* Engages accounts by means of physical and virtual visits to customer locations
* Perform professional presentations or demonstrations of company product(s) while on-site
* Stay apprised of competitor SWOT intel and leverage to win business
* Emphasize product/service features and benefits, quote prices, discuss credit terms, and prepare sales order forms and/or reports
* Generate and develop new customer accounts to increase revenue, via prospecting and cold-calling if necessary.
* Always maintain professionalism, tact, diplomacy, and sensitivity to portray the company in a positive manner.
* Actively manager call schedule to adequately cover assigned territory in a time-efficient manner
* Actively pursue tangential opportunities
* Maintain accurate records, including sales call reports, expense reimbursement forms, billing invoices, and other documentation as required
* Build and maintain ongoing awareness of new products and services, competitor activities, and other research.
* Willing to travel outside of territory to assist in as needed growth opportunities such as contractor training and trade shows.

**Secondary Accountabilities**

In addition to the primary accountabilities listed above, individuals may perform other duties as assigned.

**Supervisory Responsibilities**

This position has no supervisory responsibilities.

**Position Qualifications** To perform this job successfully, an individual must be able to perform each primary accountability satisfactorily. Demonstrable record of driving profitable growth. The requirements listed below are representative of the knowledge, skill, and/or ability required. Additionally, the physical demands and the work environment typically encountered are listed below. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

**Education / Experience** (an equivalent combination of education and experience required to successfully complete the primary accountabilities is indicated below)

Degree: Bachelor’s Degree or 5 years equivalent experience will be considered

Specific Experience: Must have worked with home builders and/or contractors and understand the processes to construct the building envelope. Must have an understanding of Engineered Siding especially Hardie and/or LP. Bilingual English/Spanish a major plus.

**Competencies / Technical Skills**

Core Competencies: Fostering Teamwork; Managing Performance; Building Collaborative Relationships; Customer Orientation; Result Orientation; Personal Credibility

Organizational Competencies: Initiative; Developing Others; Influencing Others

Technical Skills: Microsoft Applications; expertise in Excel and other data management tools as well as PowerPoint

**Licenses / Certifications**

None

**Physical Requirements**

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 sit, talk and listen. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and ability to adjust focus.

**Work Conditions**

Environment: Office/Outside Conditions Travel: 70%

The work environment characteristics described her are representative of those and 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.

**Employee Acknowledgement**

I have read and understand all of the above. I have reviewed the accountabilities for which I am responsible, as well as the minimum requirements of this position with my Supervisor or Human Resources. I understand that this document does not create an employment contract and that I am employed on an “at will” basis. In addition, I understand that it is my responsibility to regularly review (at least annually) the Accountabilities and Qualifications listed above as they will be utilized, in conjunction with other information, in the determination of salary grades, setting performance objectives, establishing training and development needs as well as other Human Resource activities.

Employee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_

Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_