



## JOB DESCRIPTION

### Technical Sales Representative

#### Summary/Objective

Under the direction of the Business Unit Manager, this position sells formulated chemical products using technical, organizational, and customer knowledge to influence customers and assist them in applying the products / services to their needs resulting in revenue generation. Provides input and participates in the marketing, market planning, and technical development of products and services.

#### Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Establishes long-term, ongoing repeat customer relationships and develops strong rapport with customers at appropriate levels of the organization.
- Make regular in-person visits and telephone contacts to key accounts. Utilize CRM to record all significant customer communication.
- Profitably grow Chemline's business by capturing new account sales and growing existing customer business. Follow up on all samples and sales leads.
- Prepares and implements account plans and market strategies that are in line with Chemline's strategic plan. Looks for opportunities to market the value of Chemline's products to existing and targeted customers. Researches, develops and qualifies potential customers.
- Gather and report competitive pricing, market information and record in CRM
- Submit expense reports in a timely fashion.
- Participate in cross-functional sales / laboratory reviews.
- Fully define all requested lab projects and maintain up-to-date information within CRM.
- Follow and comply with all safety and work rules and regulations.

#### Skills and Competencies

- Ability to manage projects by maintaining direction, communicating specific needs, organizing approaches to work, and meeting deadlines.
- Ability to create and maintain a collaborative team environment, to build relationships and effectively work with all levels of employees.
- Ability to communicate both verbally and in writing. Possesses influencing skills as well as the ability to present complex situations in a clear and simple way.
- Ability to maintain high degree of confidentiality and strong adherence to the practice of business ethics.
- Proficiency in MS Office, including Word, Excel and PowerPoint.
- Consultation.
- Critical Evaluation.

**Supervisory Responsibility**

This position has no supervision responsibilities.

**Position Type/Expected Hours of Work**

This is a full-time position. Standard days and hours of work are Monday through Friday, 8:00 a.m. through 5:00 p.m.

**Travel**

Ability to travel 50% of scheduled work days.

**Required Education and Experience**

1. BA or higher from a 4-year university with emphasis on chemistry, engineering, sales/marketing or related field.
2. Four years of sales or business development experience, or relevant experience to establish industry mastery.

**Preferred Education and Experience**

1. Score in top 50% of Watson-Glaser Critical Thinking Appraisal.
2. Score in the top 50% of Wonderlic Assessment.