

Job Description

We are looking for a full-time **Sales Engineer** professional to support our Intelli-Hood Business Unit with experience in technical sales to help take our company to the next level. As a medium sized business in the emerging energy efficiency and renewable energy space, our goal is to grow sales 30% per year and become a national leader. The ideal candidate will be able to strengthen and develop relationships and provide support to existing customer base while maintaining a high level of service excellence.

This position is responsible for field sales and support under the direction of the Director of Sales.

Essential Duties and Responsibilities:

- Identify prospects, qualify leads, respond to inquiries, assist with proposals and presentations, become subject matter expert in assigned vertical market(s).
- Create and maintain prospective / existing client records in Salesforce.com CRM (Customer Relationship Management) database.
- Conduct Site Survey and Audit of customers' facility to obtain site information and conduct viability analysis.
- Prepare energy savings analysis and final proposal to prospective customers in a consistent and professional manor.
- Work with consulting engineers and food service consultants on proper specification and project applications.
- Perform first level contact with new prospects by telephone, email or in person meetings.
- Perform in person proposal and energy savings presentation to close sales with prospective clients.
- Study, learn and interpret competitive methods, pricing and tendencies
- Assist Business Development Managers on commercial or technical inquiries and proactively follow up on pending orders
- Maintain detailed records as required for sales coordination.
- Assist the Melink Marketing team with targeted pre-event campaigns and regional communication programs
- Work with the sales team to ensure company sales processes are followed
- Monitor competitor activities and other developments within the industry as necessary to support an effective long term growth strategy.
- Support the preparation of periodic reports showing sales volume, potential sales, and targets for proposed client base expansion.
- Become an ambassador of all Melink products and services within the industry, and serve as an effective customer advocate to enhance the customer's experience and impressions.
- Serve as an effective liaison between the sales department and other related units.
- Represents company at trade association meetings to promote product.
- Monitor expenditures to conform to budgetary requirements.
- Up to 50% regional overnight travel required.
- Other job duties as may be assigned.

Qualifications:

- Bachelor's degree (B. A.) from four-year college or university; OR 3-5 years sales experience in technical sales or equivalent combination of education and experience. Preferred knowledge of building controls and energy savings sales experience.
- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to write reports and business correspondence.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Must have superior customer service skills both internal and external (i.e. excellent written and verbal communication skills, high emotional intelligence, positive attitude and a service leadership philosophy).
- Able to demonstrate a high level of integrity, and a penchant for high quality.
- Must possess a strong work ethic and a high level of self-accountability.
- Proficient in Microsoft Word and Excel.

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 stand; walk and talk or hear. The employee must frequently lift and/or move up to 10 pounds. The travel required for this position is 50%.

Expected Performance Outputs

- Sales Revenue/Profit Growth for the assigned region
- Effectively manage sales budget for the region

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

- **Extreme Ownership** - Takes personal responsibility for outcomes and perseveres in the face resistance or setbacks. Pursues everything with energy and drive.
- **Subject Matter Expertise** - Excels at his/her professional function, regularly demonstrating and sharing depth of knowledge and skills. Is a quick study.
- **Clear & Candid Communication** - Ensures that information is passed on to others who should be kept informed; has the courage to say what needs to be said.
- **Building Collaborative Relationships**- Cultivates trusting, respectful, professional relationships with colleagues and customers over time.
- **Planning & Problem-Solving** - Takes the steps necessary to deliver high quality results, on time and on budget.
- **Continuous Improvement** - Constantly seeks ways to improve the internal and external customer experience by delivering better, faster or less expensive products and services.