



LANDMARK STAFFING

Position: Direct Sales Associate

Location: Grand Junction, CO

Type: Full Time

Wage: \$15.00/hour + Commission

Job Summary: The Sales Associate will sell commercial and residential broadband products and services offered by Highline to current and new clientele.

Duties/Responsibilities:

- **Assist in building and maintaining a network of sources from which to identify new sales leads.**
- **Sell Highline products through door-to-door solicitation in the residential and business community.**
- **Maintain minimum sales quota performance. Make outbound calls to follow up on new account inquiries.**
- **Communicate with customers and leads to identify and understand their service needs; identify and suggest services to meet those needs.**
- **Ensure customer satisfaction through ongoing communication and relationship management; resolves any issues that may arise post-sale.**
- **Maintains communication with existing and previous customers, alerting them of new products, services, and enhancements that may be of interest.**
- **Maintain detailed reports of sales activities including calls, orders, sales, lost business, and any customer or vendor relationship problems.**
- **Provides periodic territory sales forecasts.**
- **Assist with special events as needed.**
- **Performs other duties as assigned.**

Competencies:

- **High School Diploma**
- **At least on year of sales/office administration/customer service or comparable work experience.**
- **Good computer skills. Knowledge of common office applications such as MS word, MS Excel, MS PowerPoint.**
- **Excellent phone skills**
- **Excellent communication skills**
- **Excellent interpersonal skills**

Physical Requirements:



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- **Prolonged periods of walking and standing outdoors**
- **Must be able to lift 15 lbs. at times.**
- **Must have valid Driver's license**
- **Must be able to pass a pre-employment background check and drug screen (randoms)**