



Job Description

TITLE:	Account Executive
CLASSIFICATION:	Salaried/Exempt
DEPARTMENT:	Sales
REPORTS TO:	Director of Sales & Marketing

Position Summary

Responsible for serving customers through understanding and evaluation of their technical or commercial requirements, application of the company's product portfolio to develop solutions, and presentation of recommendations and prices for the solutions. Makes recommendations for pricing changes, product improvement, and new product development based on market feedback. This position is expected to uphold the mission, vision and values established by the organization.

Essential Functions

- Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedules to call on existing or potential sales outlets and other trade factors
- Adjusts content of sales presentations by studying the type of sales outlet or trade factor
- Focuses sales efforts by studying existing and potential volume of dealers
- Submits orders by referring to price lists and product literature
- Keeps management informed by submitting activity and results reports, such as daily call reports, weekly work plans, and monthly and annual territory analyses
- Monitors competition by gathering current marketplace information on pricing, products, new products, delivery schedules, merchandising techniques, etc.
- Recommends changes in products, services and policy by evaluating results and competitive developments
- Resolves customer complaints by investigating problems, developing solutions, preparing reports, and making recommendations to management
- Maintains professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing person networks, participating in professional societies
- Provides historical records by maintaining records on area and customer sales
- Works together with the entire PPC Team, including R&D and Product Development to achieve company results as needed
- Adheres to all company health, safety and environmental policies and procedures to ensure the safety and wellbeing of self, staff and visitors
- Perform other duties and tasks as required and/or assigned



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Core Competencies

- Agile
- Business Acumen
- Communication Proficiency: Written and Verbal
- Confidentiality of Information
- Customer/Client Focus
- Leadership
- Problem Solving/Analysis
- Results Driven
- Safety Driven
- Strategic Thinking
- Technical Capacity
- Time management

Minimum Qualifications

- 3 years field sales experience with major aspects of typical sales activities to include:
 1. Achieving sales goals
 2. Closing opportunities
 3. Discount and promotional programs
 4. Negotiation skills related to price and Terms & Conditions of Sale
 5. Pricing methodologies
 6. Proposal writing
 7. Prospecting for new opportunities
 8. Territory management
 9. Proficient in the use of a CRM platform
 10. Ability to understand, communicate and process information of a technical/engineering nature
- Demonstrated understanding and application of professional customer service communication and interaction skills
- Previous experience selling to technically minded customer personnel, ie. engineers, project managers, equipment and asset managers as well as typical buyers, supply chain or materials managers
- Experience working within the Microsoft Office suite of products
- High school diploma or equivalent required
- Ability to read, write and speak in the English language



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Preferred Qualifications

- 5+ years field sales experience
- 1-3 years sales experience involving technical or engineering services
- Knowledge of and/or experience in, the pressure vessel or high-pressure pump industry

Supervisory Responsibility

This position will have no supervisory responsibility.

Work Conditions/Environment

Work will be performed in both an internal office environment working under normal office conditions as well as exposure to the manufacturing environment subject to varying temperatures and conditions. Additional environments include, but are not limited to, meeting with customers or other business contacts both in field locations (work sites), customer offices, third party locations and company facilities; exposure to standard construction, manufacturing and engineering lab environments.

Physical Demands

While performing the duties of this job, the employee is regularly required to sit, stand, walk; use hands and fingers to feel and handle; reach with arms and hands; talk and hear. The employee may be required to bend; twist, stoop, crouch or kneel on an infrequent basis. Specific vision abilities include close vision, distance vision, depth perception and the ability to adjust focus.

Employee may be required to lift and/or move up to 25 lbs. on an infrequent basis.

Travel

Travel is required 50-75% of the time including overnight, out of state and out of country travel.

Disclaimer

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.