



Corporate Sales Representative – Job Description

Title

Corporate Sales Representative

Reports To

General Manager, Campers Village

Summary

The Corporate Sales Representative is responsible for creating mutually advantageous relationships with organizations to build and maintain corporate sales accounts.

Competencies

- Attention to Detail
- Time Management
- Planning & Organizing
- Communication
- Adaptability / Flexibility
- Result Focus
- Accountability & Dependability
- Creative and Innovative Thinking
- Ethics and Integrity
- High Energy and Manage Stress
- Mediating and Negotiating

Job Duties

- Develop, build, and manage a client base of corporate accounts
- Oversee the sales process at each stage from quote to purchasing to fulfillment and follow up
- Target new and existing accounts within the Lotteries, Oil & Gas, Construction, Government, and Educational sectors for new business
- Work with the Marketing Dept to develop and execute Corporate Sales initiatives
- Prospect new clients via sales calls, direct mail, email and networking events
- Follow up on leads generated through retail stores, research and promotional events
- Work with suppliers to secure opportunity buys and availability of products
- Coordinate product logo placement with contractors to meet the client's specifications
- Analyze sales trends, track unit sales, and generate gross margin reports
- Generate monthly budgets and sales forecasts
- Participate in trade shows, conferences, and community events to help promote the corporate program
- Investigate and troubleshoot customer service issues

Requirements

- Bachelor's Degree, Commerce would be preferred
- 2 – 5 years of sales experience
- Access to your own vehicle, valid driver's licence
- Proficient with MS Word, Excel, Powerpoint and Outlook
- Ability to work independently and without supervision

Work Conditions

- Regional travel will be required
- Working at off-site promotional events, conferences and trade shows
- Overtime as required