# Job Description

# **POSITION SUMMARY**

The Sales Representative for M.A. Apparel is the face of our organization. This role is responsible for professionally representing the organization, building rapport by providing information, giving recommendations, and communicating with the highest level of integrity. The Sales Representative role will be responsible for following through with prospects to close business in alignment with organizational goals.

#### ABOUT M.A. APPAREL

We are M. A. Apparel, we provide promotional products and we are growing by the day. Our mission is to help our clients grow by creating a WOW factor with their marketing and branding. We are Disciplined and Results-oriented in our pursuit to see each team member reach their personal, professional, and financial goals through the work we do together. Our core values are the backbone of our business and guide our hiring process: we are Transparent, Inspirational, Aligned, and Accountable.

## **OBJECTIVES**

- Builds and maintains a network of sources from which to identify new sales leads
- Conduct 150 prospecting calls per day minimum, set 12 15 new appointments per week
- Communicates with customers and leads to identify and understand their product or service needs; identifies and suggests products and services to meet those needs and obtain authorizations with the highest level of integrity
- Demonstrates the functions and utility of products or services to customers based on their needs
- Ensures 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
- Maintains detailed reports of sales activities including calls, orders, sales, lost business, and any customer or vendor relationship problems
- Provides periodic territory sales forecasts

- Well-rounded knowledge of apparel selling process
- Master company knowledge, products, services delivery model
- Maintain customer contact volume standards by
- Complete CardoneU Training daily and attend weekly sales meetings in office
- Process purchase and sales invoices
- Performs other duties as assigned

## COMPETENCIES

- Proficient with Microsoft Office Suite or related software.
- Excellent interpersonal and customer service skills
- Excellent sales and negotiation skills
- Must always maintain a professional demeanor and appearance
- Competitive mindset to WIN, while maintaining a team-oriented attitude
- Excellent organizational skills, attention to detail, and follow-up approach
- Effectively communicate in English with team members, management, and customers in both verbal and written format
- Ability to read and interpret documents such as safety manuals and procedure manuals
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form
- Ability to maintain a positive attitude and function well while working in a high-paced and at times stressful environment
- Strong analytical and problem-solving skills

## **EXPERIENCE & EDUCATION**

- Bachelor's degree in Marketing, Sales, Business or related equivalent of experience (Preferred)
- Minimum 5 years of sales experience with progressive responsibilities

## PHYSICAL REQUIREMENTS

- Ability to spend prolonged periods of time standing, speaking, walking, driving, and/or sitting at a desk and working on a computer
- Position may require travel: Up to 25%
- Requires ability to occasionally lift up to 25 lbs
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential requirements

#### BENEFITS

- Paid Holidays
- PTO Program
- 401K with match
- Professional Training & Development Opportunities
- Dental Insurance
- Health insurance
- Work from home

#### **COMMITMENT TO DIVERSITY**

As an equal opportunity employer committed to meeting the needs of a multigenerational and multicultural workforce, M. A. Apparel recognizes that a diverse staff, reflective of our community, is an integral and welcome part of a successful and ethical business. We hire local talent at all levels regardless of race, color, religion, age, national origin, gender, gender identity, sexual orientation, or disability and actively foster inclusion in all forms both within our company and across interactions with clients, candidates, and partners.

**If this position caught your eye, send us your resume!** For best consideration, include the job title and source where you found this position in the subject line of your email to **jturla @maapparel.com**. Already an M. A. Apparel candidate? Please connect directly with your recruiter to discuss this opportunity.

Job Type: Full-time Salary: \$50,000.00 - \$200,000.00 per year Benefits:

- 401(k)
- Dental insurance
- Health insurance
- Paid time off
- Work from home

Compensation package:

- Bonus opportunities
- Commission pay

Schedule:

• Monday to Friday

Travel requirement:

• Travel

Experience:

• Sales: 5 years (Preferred)

Work Location: In person