**Job Description – Product Sales Specialist – Ultratest**

**Job Brief**

Reporting into the Sales Manager, the PSS will be the focal point for all pre/post-sales activity for the Genesis & Nemesis product ranges. The PSS will work with the internal sales teams; Product Traders & Business Development, to support them within their accounts, as well as managing & growing their own direct accounts.

They will need to be proactive in generating & managing their own sales leads & pipeline, through direct communication, sales & marketing campaigns and trade shows/events.

**Skills**

The successful candidate will ideally have a proven track record in a service/solutions based sales environment. They will have strong interpersonal skills and have the aptitude to build long and successful customer engagements & relationships. They will be required to make presentations, both virtually & in-person, to an audience to demonstrate the capabilities and present the potential business/commercial case of the solutions.

**Contracted Hours of Work**

Monday to Friday, usual business hours 9am to 5:30pm. As well as any additional required time for travel (domestic & international)

**Responsibilities include:**

* Sales & Marketing activities
  + Prospecting for new business
  + Attending Sales Calls/Meetings/Events
  + Quotations & Proposals
  + Contracts & Agreements
  + Booking & attending Trials/Demo’s
  + Marketing Activities
  + Creating Business & Marketing plans
* Administration
  + Shipping (Import/Export)
  + Assisting with Engineering Tickets
  + Billing/Invoicing Customers
* Additional duties
  + Providing customer feedback to the Product Development Group

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_