



## JOB DESCRIPTION

<b>Position Title:</b> Inside Sales Specialist		<b>Department/Section:</b> Sales Support	
<b>Position Summary</b>			
To manage a portfolio of clients in an assigned territory by ensuring maximum profitability through price negotiation with vendors. Provision of inside support for the Account Managers who are visiting customers to ensure customer satisfaction.			
<b>Primary Responsibilities/Accountabilities</b>			
<ol style="list-style-type: none"> <li>1. Manage a portfolio of customers in assigned territory</li> <li>2. Solicit assigned clients via telephone to market DDSL products and services</li> <li>3. Achieve assigned Gross Profit target</li> <li>4. Generate revenue to grow low value market segment</li> <li>5. Generate and pass qualified leads to field sales for large prospects</li> <li>6. Prepare quotations and respond to all requests on all DDSL customers</li> <li>7. Provide support to the Sales force as required</li> <li>8. Promote &amp; recommend new equipment to customers</li> <li>9. Maintain the strategic use of CRM as it relates to the job function</li> </ol>			
<b>Skills &amp; Competencies</b>			
<b>Education</b>	A Levels		
<b>Experience</b>	1 year minimum experience in a customer service and/or sales environment		