



Salesperson

Responsibilities include:

- Create a business plan for developing new business and increase existing business. Work with team to develop potential customers, manage and prioritize sales leads.
- Develop new accounts through analyzing, exploring, networking, and referrals.
- Initiating and leveraging sales opportunities with the existing and prospective customers while developing and maintaining key clients.
- Develops a firm market presence through networking.
- Compile weekly sales and call reports and maintain sales database.
- Participates in industry events and conferences and stay up to date on industry trends.
- Provides customers with quotes quickly and accurately.
- Works with existing clients in finding additional opportunities.
- Maintains accurate customer database for reporting, mailings, and marketing programs.
- Provide detailed updates on job activities.
- Provide feedback from clients in order to access possible improvements to existing services and also the need for new services.
- Meet established sales revenue goals
- Participate in sales forecasting and planning

Key Requirements:

- Must be willing travel.
- Must have cleaning industry experience.
- Knowledge of computers and relevant software applications.
- Detail oriented and strong communication skills (email, phone).
- A demonstrated track record of extraordinary performance and commitment
- Excellent professional image
- Excellent written communication skills
- Good analytical and problem solving skills
- Experience maintaining strong, long-term customer relationships with significant add-on/repeat business
- Self-starter -- demonstrated ability to work productively with minimal supervision

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