



Job Description – Sales Representative

Responsible for growing the business, through the expansion of the customer base. This individual also maintains the current customer base by providing outstanding customer service, being fast, sharp and extremely helpful. At Laird Plastics, we grow our business by helping our customers grow their business.

We are always looking for talented individuals that:

- Live our core values of honesty, integrity and hard work
- Thrive in an empowered team-based work environment
- Hungry to learn and embrace the science of sales and continuous self-improvement
- Possess the key components of success: curiosity, tenacity and likability
- Believe that the best salespeople are not the “fast-talkers”, but the best listeners

If you possess these qualities, like to make money, have fun and be part of a winning team, we may be a good fit for you. Laird Plastics offers a competitive salary, profit share, medical benefits, 401k and more.

That’s essentially it. Want the traditional, boring description? Okay then...

Essential Duties and Responsibilities:

- Researches potential markets and customers, looking for existing and new market applications. Prospecting and building upon current customer base.
- Provides the highest degree of service to the current customer base, actively listening for new opportunities with each customer.
- Coordinates accounting, warehousing, and sales in accordance with policies, principles, and procedures.
- Confers with customers and representatives of associated industries to evaluate and promote improved and expanded services in area.
- Communicates with vendors, constantly striving to improve relations and operations.
- Develops local strategic plans for efficient use of materials, machines, and employees.
- Reviews operating costs, and modifies sales, marketing and operations programs to maintain and enhance profitable operation of Service Center.
- Creates and presents sales forecast for assigned section to management; then closely

monitors actual progress versus forecast.

- Promotes the burning desire to WIN within the Profit Center, and has fun while doing so.

Core Competencies:

To perform the job successfully, an individual should effectively demonstrate and utilize all applicable facets of the following skills:

Analytical skills, Problem Solving, Technical Skills, Customer Service, Interpersonal Communication, Verbal and Written Communication, Team Work, Quality Mentality, Attendance/Punctuality, Business Acumen, Cost Consciousness, Diversity Sensitivity, Ethics, Organizational Support, Strategic Thinking, Adaptability, Initiative, Innovation, Judgment, Motivation, Planning/Organizing, Professionalism and Safety and Security.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience:

Bachelor's degree (B. A.) from four-year College or university is preferable; however, High School diploma is acceptable, or four to six years related experience and/or training; or equivalent combination of education and experience.

Language Ability:

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedures. Ability to effectively present information and respond to questions from Executive Management, employees, customers, and vendor representatives.

Math Ability:

Ability to calculate figures and amounts such as discounts, interest, margins, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills:

To perform this job successfully, an individual should have knowledge of Word Processing

software; Spreadsheet software (such as Excel); Inventory and Contact Management systems.

Training/Coaching Responsibilities:

The successful salesperson will also act as a trainer/coach to other team members. This involves outstanding communication skills, as well as a humble, selfless attitude.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is occasionally exposed to work near moving mechanical parts and fumes or airborne particles. The noise level in the work environment is usually low to moderate.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to talk or hear, stand, walk and sit. The employee may be frequently required to drive a passenger automobile and occasionally required to travel out-of-town via automobile (leased or owned), commercial airline or other standard form of public transportation. Out-of-travel will require overnight lodging in hotel/motel properties for continuous days as required. The employee is occasionally required to reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds.