

Position: **Outside Sales Representative**

Functional Fenestration is looking for an Outside Sales Rep. to join our Los Angeles based company. This candidate will create and build client relationships while increasing sales and growing a territory. Assist in developing and facilitating the proposal process for specific clients including budget and pricing development, proposal writing, contract negotiations, and client presentations.

Specific Duties:

Make sales contacts, research customer needs and develop application of products and services in an effective manner by:

- Determining market strategies and goals for each product and service.
- Obtaining and coordinating data and information from staff and member groups.
- Researching and developing lists of potential customers.
- Doing market research to determine customer needs and providing information to other staff.
- Evaluating product and service marketability in terms of customers' technical and manufacturing needs.
- Following up on sales leads and making cold calls on potential customers.
- Maintaining up-to-date understanding of industry trends and technical developments that affect target markets.
- Establishing and maintaining industry contacts that lead to sales.
- Working with staff to establish a communication path with the customer.

Develop and deliver sales presentations and close sales in a professional and effective manner by:

- Developing sales and marketing proposals for customers on technical products and services.
- Making presentations to OEMs, users, suppliers, etc.
- Developing technical presentations and workshops.
- Maintaining up-to-date awareness of activities, industry trends and government regulations.
- Making regular sales calls to develop relationships and follow up on leads.
- Establishing long-term, ongoing repeat relationships.
- Acting to close deals and finalize contacts.
- Meeting established sales quotas and revenue goals.
- Resolving problems with products and services.

Participate in sales forecasting and planning in an effective manner by:

- Researching, developing and maintaining long and short range sales and marketing plans.
- Producing regular reports and final plans for the Manager's approval.
- Maintaining an up-to-date awareness of strategic plans and procedures to coordinate market plans.
- Developing and regularly updating promotional materials to target identified customers.
- Monitoring, analyzing, and communicating monthly sales data to contribute to product/service planning.

FFI (www.fenestration.net) provides hardware and components for manufacturers and dealers of doors, windows, and skylights. We offer a comprehensive benefits package including health, dental, 401(k), and continuing education. Please email resume and requirements to HR@fenestration.net.