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# Example of Senior Sales Support Job Description

Our growing company is looking for a senior sales support. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for senior sales support

* Think creatively and work with an entrepreneurial team-focused attitude
* Manage, mentor and develop Account Specialists
* Timely technical sales support in tender phase, to identify special considerations of PFI and Modernization
* Work closely with People Flow and Modernization CSM and FL team to check that customer specifications are understood (and challenged, where needed) and the right products are offered
* Provide specification compliance documentation and operational flows for PFI, installation and networking planning considerations
* Join site surveys to gather data to understand the parameters of the existing elevators, escalators, and PFI systems
* Discuss on an equal level with elevator, escalator and security consultant about technical aspects of the projects, when needed
* Provide needed support for solution engineering and coordinating specifications and delivery times with the Supply Line, Sourcing or local subcontractors
* Work with the Project/Design/Installation Managers in all phases of the project (design, delivery and execution) on PFI planning
* Participate to project start up meetings to ensure complete handover of tender phase information, when needed

## Qualifications for senior sales support

* At least 5 years experience in in territory management is essential including the ability to create territory plans, develop, track, report and close pipeline opportunities
* Experience with AS400 and/or JDE OneWorld strongly preferred
* Requires flexibility to work and train full-time, varying hours on weekdays between 8 AM and 8 PM (EST)
* Position requires up to 10% domestic travelCustomer Service
* Participates in the weekly forecast meetings, prepares the forecast and validates the country’s commitment with the GM
* Supports the RSOM in the regional forecasting process in identifying risks and upsides